



**REQUEST FOR QUALIFICATIONS
FOR
IMPLEMENTATION OF THE
TRANSFORM FRESNO
COMMUNITY ENGAGEMENT PLAN**

**MEDIA AND COMMUNICATIONS
COMMUNITY PARTNER**

Proposals Due: by December 31, 2019 at 5:00pm (PST)

PROPOSAL CONTACT: Courtney Espinoza, Program Implementation Manager
City Manager's Office
559-621-7913, Courtney.Espinoza@fresno.gov

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INTRODUCTION

The City of Fresno (City), California is seeking proposals from qualified Agencies who can demonstrate their expertise in community engagement as it pertains to the City's \$66.5 million award from the Transformative Climate Communities (TCC) grant program to implement the Transform Fresno Project (Project).

Location – City of Fresno

Fresno (pop. 538,300) is located on 114 square miles in the lush San Joaquin Valley in the heart of California, mid-way between San Francisco and Los Angeles. Fresno is the state's fifth largest city and the San Joaquin Valley's largest metropolitan city. The population of Fresno County is over one million residents and has access to a market draw of over 1.5 million people within a 30 minute drive. Fresno is a rapidly growing community within a world-renowned agricultural setting, featuring a culturally diverse population. Many consider Fresno to be the perfect sized city that offers both the best of urban amenities and opportunities with the unique appeal and environment of a small town. Fresno is located just 90 minutes from the famed Yosemite National Park as well as Kings Canyon and Sequoia National Parks. Numerous lakes and two major rivers, including one of California's finest whitewater rafting rivers, are also in Fresno's backyard.

The Transform Fresno project area encompasses 4.9 total square miles within the Chinatown, Southwest Fresno and Downtown areas of the City. Despite Fresno's ideal landscape, the City falls in the top 5% Disadvantaged Communities according to CalEnviroScreen 3.0 and 100% of the project area is categorized as low income census tracts as identified by AB1550. The implications of these rankings means the project area faces a disproportionate share of environmental, health and economic burdens to include high pollution and asthma rates, low birth weights, increased cardiovascular disease rates, high exposure to toxins and pesticide rates. Compounding health and environmental burdens are high rates of linguistic isolation, low educational attainment and severe poverty.

Despite its challenges, this project area is ripe for transformation and the community is highly engaged and invested in the transformative process.

DEFINITIONS

- **Master Grant Agreement** – The Master Grant Agreement is the agreement between the Strategic Growth Council and the City of Fresno for the Transformative Climate Communities (TCC) grant which funds the Transform Fresno Plan
- **Transform Fresno Plan** – The Transform Fresno Plan is funded by the Transformative Climate Communities through the Strategic Growth Council and is made up of 22 projects, a Community Engagement Plan and a Displacement Avoidance Plan.

- **Transform Fresno Community Engagement Plan** – The Transform Fresno Community Engagement Plan (CEP) describes community engagement activities that the Transform Fresno community has identified as ways they would like to be engaged and informed specific to Transform Fresno.
- **Transform Fresno Program Implementation Manager (PIM)** – The Transform Fresno Program Implementation Manager works for the City of Fresno and manages the Transform Fresno program as a whole. The PIM is the direct contact for all Project Partners, Community Partners, the Prime Community Partner and the community specific to Transform Fresno.
- **Prime Community Partner** – The Prime Community Partner (Prime) is responsible for coordination and oversight of all activities of the CEP and Community Partners under direction of the PIM.
- **Community Partners** – Community Partners will be identified and contracted through the Request for Qualifications (RFQ) process lead by the City of Fresno. Community Partners will be responsible for implementing specific activities of the Transform Fresno Community Engagement Plan. Community Partners will work under the direction of the Prime Community Partner and City of Fresno as to complete all applicable tasks according to their scope of work.
- **Project Partners** – Project Partners are the 12 local agencies that are the lead partners on specific projects. Project Partners are contracted with the City of Fresno to fulfill their scope of work as stated in the Master Grant Agreement between the Strategic Growth Council and the City of Fresno.

PROJECT DESCRIPTION

The Media and Communications Community Partner (Community Partner) will be responsible for the implementation of the Media and Communications category of the comprehensive Transform Fresno Community Engagement Plan (CEP). The Community Partner will work closely with each of the other Community Partners, under the direction of the Prime Community Partner and the Program Implementation Manager, participating in each of the other five categories of the CEP. All agencies with the skills to complete the necessary tasks and sub-tasks are encouraged to submit a proposal. Agencies are able to submit a proposal for each of the six categories or a combination of any other categories within the Transform Fresno Community Engagement Plan, but must submit a separate proposal for each of the desired categories.

Transformative Climate Communities Grant Program

The TCC grant program was established by Assembly Bill (AB) 2722 and is administered by the Strategic Growth Council (SGC) using Cap-and-Trade funds for the development and implementation of neighborhood-level transformative climate community plans that

include multiple, coordinated greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits to disadvantaged communities.

Transform Fresno Plan – Community Process

The Fresno Transformative Climate Communities Collaborative (Collaborative) was a participatory process used to promote and nurture creative project ideas, develop local criteria to define the type of catalytic and collective impact projects should have, and provide the City with direction on the proposal of integrated projects to include in the application for TCC funding. Anyone who lived, worked, or owned property in the community area consisting of Chinatown, Downtown and Southwest Fresno was encouraged to participate. The Collaborative met regularly from July 2017 through October 2017 and resulted in an active, engaged, 165-member Community Steering Committee. Collectively, this was the largest participatory budgeting process in the City of Fresno’s history, and engaged residents in decision-making processes about projects in their community to an unprecedented extent. The City was awarded \$66.5 million in grant funding for the Project that was created and supported by community residents. A key element in the success of the Project is a CEP that creates a framework for meaningful engagement throughout the project.

On February 28, 2019, the City Council approved the Master Grant Agreement to implement the Project to include a comprehensive Community Engagement Plan (CEP). Through a community process, the Community Engagement Plan was approved by SGC on October 23, 2019 (Appendix A). According to the CEP, tasks and sub-tasks were created in six different categories to accomplish the goals outlined within the CEP. This Request for Qualifications is for the Community Coordination Category where a Community Partner Agency will be hired to implement the tasks and sub-tasks identified in the scope of services that will facilitate community engagement for Transform Fresno throughout the five year grant term.

SCOPE OF SERVICES

Criteria for determining community engagement and outreach costs eligible for TCC funds can be found in the TCC program guidelines, Appendix B. Implementation of the Media and Communications category of the CEP, at a minimum, must align with the activities and tasks outlined in the final CEP (Appendix A), TCC guidelines (Appendix B), and the Master Grant Agreement (Appendix C).

Agencies must demonstrate a commitment to diversity and inclusion of all stakeholders, activities to inform and solicit community stakeholder input, and to engage community stakeholders throughout the implementation of the CEP. Agencies must demonstrate the use of inclusive and meaningful engagement methods that will address the barriers to participation as identified in the CEP. Agency must be familiar with the TCC Guidelines (Appendix B), Master Grant Agreement between the Strategic Growth Council and the City of Fresno (Appendix C), Memorandum of Understanding between the City of Fresno

and each Project Partner (Appendix D); and Transform Fresno Community Area (Appendix E).

The Scope of Services for Media and Communications is taken directly from the final Community Engagement Plan:

- 1) Update Branding
 - a) Design a logo and develop a style guide and/or templates with colors, fonts, and other visual elements
 - b) Design 1 Logo and 1 Branding Style Guide
- 2) Update Website
 - a) Redesign website, with branding updates and update content regularly
- 3) Produce and Share Informational videos
 - a) Develop videos of each project and Transform Fresno to share on the web and through Social Media
 - b) Produce 30 total videos for the web and social media (1 per project and 6 general videos)
- 4) Share media of Transform Fresno and project progress
 - a) Document, through film or other media, the progress of Transform Fresno and projects to share through various mediums
- 5) Coordinate radio updates
 - a) Develop PSAs and other updates to share through radio on several different stations to include Spanish and Hmong radio.
- 6) Participate in on going meetings with the Program Implementation Manager and other Community Partners to inform, update, and ensure all community engagement activities are completed on time and within budget.
 - a) Under direction of the Prime Community Partner and Program Implementation Manager, coordinate all activities outlined in this scope.
 - b) Participate in monthly meetings with the Prime Community Partner, Program Implementation Manager and other Community Partners.
 - c) Attend and participate in quarterly Transform Fresno Community Meetings.

Schedule and Submission

Tentative Schedule	Tasks
Week of October 28, 2019	RFQ Release
Week of January 6, 2020	Agency Interviews and Selection
Week of February 1, 2020	Begin Scope of Work

Submit proposal electronically to:

City of Fresno - City Manager’s Office at

courtney.espinoza@fresno.gov and transformfresno@fresno.gov

Subject Line: Media and Communications Category Proposal – [your company’s name]

The deadline for submission of proposals for this work is

5:00 PM (PST) on December 31, 2019

The City reserves the right, at its sole discretion, to reject any and all proposals, to waive minor irregularities, and to accept any RFQ or portion thereof.

CONTENTS OF PROPOSAL

Executive Summary

A letter of introduction signed by an authorized representative of the Agency (limited to three pages) that provides an executive summary of the Agency's experience relevant to the scope of work described in this RFQ. This summary must also highlight why the Agency is best suited to provide the community engagement desired by the City.

Primary Vendor Information

Agency must provide a company profile. Information provided shall include:

- Name, address and telephone number of the organization's point of contact.
- Agency's background/history and why the organization or Agency is qualified and the best choice to provide the services described in this RFQ.
- Length of time organization has been providing services described in this RFQ to the public and/or private sector. Please provide a brief description.

Subcontractor Information

Include a statement about the use of subcontracts. If subcontractors will be used:

- Identify specific subcontractors and the specific requirements of this RFQ for which each proposed subcontractor will perform services.

Representative Resumes

Agency must submit a resume for each key member of the project team. Resumes should highlight staff members' experience as it relates to this project.

Cost Proposal

The Agency must provide a complete cost proposal based on the scope of services set forth in this RFQ. The cost proposal must include the hourly rate to be charged for all staff levels to be assigned to the project, the number of hours to complete the project by staff level and by task, and travel and office expenses by task. The total cost shall be stated as a not-to-exceed price.

References

The Agency must supply a minimum of three prior customer references representative of the similar work required by this project. References must include contact name and telephone number at the reference's place of business. Information to include:

- Client name
- Contact name and title

- Contact information
- Project description
- Project dates (starting and ending)
- Cost of the project

Response Requirements: (See above Components)

The total response package should not exceed thirty (30) typewritten pages for each component, excluding maps, brochures, and other exhibits which may be included with the package. The extra materials, provided they are not part of the submission package, do not count against the requested page limit total.

The City hereby notifies all Agencies that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era.

Submissions are Final

No corrections or modifications to the proposal may be made after the due date.

Confidentiality of Submissions

While the City shall endeavor to keep any confidential information private, it reserves the right to release the name of all Agencies, as well as a summary of their proposals, to the media, the public, or any party that requests it.

Inquiries

Questions pertaining to the RFQ should be directed to Courtney Espinoza, Program Implementation Manager, via email at Courtney.Espinoza@fresno.gov

Conflict of Interest

The City of Fresno is attempting to avoid conflict of interest or any appearance of conflict of interest. Therefore, all Agencies and their sub-contractors are required to provide a Disclosure of Conflict of Interest (Attachment G). Provide a statement of conflict you, your firm, and/or other key staff may have regarding these services. The statement should not only include actual conflicts, but also any working relationships that may be perceived by disinterested parties as a conflict. If there is no potential conflicts of interest identified, state such in your proposal. Complete and return Attachment G – Disclosure of Conflict of Interest as part of the RFQ for the Developer and each sub-Agency.

- a. By submission of a proposal, the Agency acknowledges that it has read and thoroughly understands the Scope of Services; agrees to all terms and conditions stated herein in the attached Agreement form without exception, acknowledges the Agency can meet all the insurance requirements without exception; and acknowledges that it can perform all tasks, as required.

AGENCY SELECTION

Responses will be evaluated by a Review Committee comprised of members of the Outreach & Oversight Committee and representatives from the City. Following the evaluation of the responses, the Review Committee may elect to interview some or all of the Agencies or may otherwise seek clarification or amplification of the material submitted or may reject all Responses. The Committee reserves the right to hold interviews or select a preferred Response without interviews. The recommendation for selection will be made based on criteria related to qualifications, TCC community engagement objectives, demonstrated experience, financial capacity, soundness, capacity to perform the proposed scope within the timeframe, and any other factors, whether quantifiable or not. The Committee reserves the right to reject all Responses or to waive minor irregularities. The Review Committee will make its recommendation to the City. The City reserves the right to make the selection of an Agency based on any or all factors of value, whether quantitatively identifiable or not, including, but not limited to, the anticipated initiative and ability of the Agency to perform the services set forth herein. The City may enter into negotiations with one or more Agencies concurrently. The City will select the Agency who the City determines provides the best value to the City. The City has no obligation to enter into an agreement with any party as a result of their response to this offering.

This RFQ does not commit the City of Fresno to enter into a contract or to pay any costs incurred in the preparation of the RFQ. The City of Fresno reserves the right to accept or reject any RFQ's, and to negotiate with any qualified Agency, or to cancel in part or in its entirety this solicitation for RFQ's. The award of any agreement may be subject to Fresno City Council approval.

GENERAL INFORMATION

Regulated Communications

The Regulated Communications in City Procurement Process Ordinance (Article 6, Chapter 4 of the *Fresno Municipal Code*) became effective May 7, 2004. With certain specified exceptions, the Ordinance provides that no Respondent, Bidder, Agency (as the case may be) shall initiate, engage in, or continue any communication to or with any City elected official concerning or touching upon any matter which is the subject of this competitive procurement process.

Any Respondent, Bidder, Agency or elected official (as the case may be) who initiates, engages in, continues in, or receives any regulated communication shall file the written

disclosure required by the Regulated Communications in City Procurement Process Ordinance.

Any Respondent, Bidder, or Agency violating the Regulated Communications in City Procurement Process Ordinance may be disqualified from participating in this procurement process and/or determined to be non-responsible. Additionally, the City may set aside the award of a contract, prior to its execution, to a party found to have violated the Ordinance.

Note: The full text of *Fresno Municipal Code*, Chapter 4, Article 6 may be read at the following website:

<http://www.municode.com/Resources/gateway.asp?pid=14478&sid=5>.

Debarment

A Bidder may be debarred from bidding or proposing upon or being awarded any contract with the City, or from being a subcontractor or supplier at any tier upon such contract, in accordance with the procedures in Fresno Municipal Code Section 4-104 adopted by Council on May 17, 2018. The initial period of any such debarment shall not be less than one year and may be permanent depending on the violation. A Bidder may request a hearing, in accordance with Fresno Municipal Code Section 4-104, upon receipt of a notice of proposed debarment from the City Manager or designee. A copy of the ordinance may be obtained from the City Clerk's Office, 2600 Fresno Street, Fresno, California 93721.

Professional and General Liability Insurance

Professional liability insurance (errors and omissions) with limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, and commercial general liability of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate will be required for this project. The City's standard contract will be used, which includes a conflict of interest statement and completion of a statement of economic interest.

Approval by City Council

Any contract exceeding \$50,000 shall be subject to the approval of the City Council in accordance with the *Fresno Municipal Code*.

Agency Agreement

The City will be utilizing a Standard City Consultant Agreement. Copies of the City's Standard Contract and Agency Selection Policies are attached (Appendix A). Should you have any questions pertaining to the RFQ, please direct them in writing via email to Courtney.Espinoza@fresno.gov.

Appendices

- Appendix A – Transform Fresno Community Engagement Plan
- Appendix B – Transformative Climate Communities Program Guidelines
- Appendix C – Master Grant Agreement
- Appendix D – Memorandum of Understanding
- Appendix E – Transform Fresno Community Area Map
- Appendix F – Standard Consultant Contract
- Appendix G - Conflict of Interest
- Appendix H – Organizational Chart for Community Engagement Plan Implementation

Appendix A
Transform Fresno Community Engagement Plan

Transform Fresno Community Engagement Plan Narrative

FINAL

September 6, 2019



Prepared for the City of Fresno by Raimi + Associates.

Community Engagement Plan Summary

(SGC GUIDANCE QUESTION 1)

This Community Engagement Plan (CEP) builds on the significant citizen and community participation that occurred during the Transform Fresno project application process and in the ongoing work of City of Fresno staff and the Outreach and Oversight Committee. Further, this CEP is guided by the Strategic Growth Council requirements, as part of the Transformative Climate Communities (TCC) Implementation Grant, for preparation of an engagement plan to ensure that residents, workers, business owners, and other property owners and stakeholders continue to be engaged during implementation of the Transform Fresno efforts.

This CEP establishes a framework to maintain consistent contact with the community, coordinate communications on opportunities for community members to guide project implementation (such as contributing to decisions on the design of projects), and activities to program and activate investments (through attendance at events, being a community garden member, etc.). It is informed by a Sampling Plan that highlights demographic and economic characteristics of hard-to-reach population segments in the Project Area and is based on the outcomes of:

- Thirty stakeholder surveys evaluating the CEP Framework and identifying preferences for frequency of communication and methods of community engagement;
- One-on-one conversations with the twelve Project Partners;
- Five pop-up workshops with participation by 120 community members and stakeholders at high-traffic locations throughout the Project Area;
- A 30-day period for public review and written comments;
- Meetings with the Transform Fresno Outreach & Oversight Committee; and,
- Other comments and feedback received from City of Fresno staff and community stakeholders through other means, such as emails and comment letters

Key issues that emerged from this engagement process include: urgency to begin implementation activities to meet the needs of longtime residents and businesses; a strong desire for displacement avoidance safeguards and connections to workforce development opportunities; and concern for hard-to-reach populations, such as the elderly, those who are linguistically isolated or may have a distrust of local government, being considered and prioritized in development strategies for targeted outreach.

As a result, this Community Engagement Plan is designed to be rigorous and flexible—leveraging existing relationships with Project Partners, while creating space for formal

inclusion of new Community Partners and the next generation of leaders across the three neighborhoods and diversity of stakeholders and interests in Transform Fresno.

Key elements include: Centralization of communications and community engagement information on a redesigned project website; Funding local organizations for direct outreach to build the civic capacity infrastructure within the Project Area; Developing the next generation of leaders through a Youth Leadership Development Program that includes activities related to communication, governance, arts and culture, and participatory budgeting; and Collaboration with the Evaluation Team to ensure the application of the transparency and accountability measures sought by residents and key stakeholders.

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How to Navigate this Document

This document is a narrative recounting of the goals, objectives, values, and community engagement best practices set forth by Transform Fresno stakeholders. It is a supplement to the work plan and budget and responds to guidance questions from the Strategic Growth Council (SGC).



Terms and Definitions

The Community Engagement Plan makes references to stakeholders broadly and specifically:

- *Project Area* – The boundary for the Transform Fresno TCC Program Implementation Grant.
- *Transform Fresno Project* – One of the 24 projects with a unique TCC-funded work plan and budget.
- *Transform Fresno Plan* – The 24 projects, greenhouse gas reduction goals, and transformative elements (Community Engagement Plan, Displacement Avoidance Plan, Workforce Development Plan) as a whole.
- *Transform Fresno Collaborative* – The governance structure of the Transform Fresno Plan; inclusive of Lead Agency, Project Partners, the Outreach & Oversight Committee, and other entities named in the Fresno TCC Memorandum of Understanding (MOU).
- *Lead Agency* – Refers to City of Fresno as the awardee and administrator of funds from the Transformative Climate Communities Program.
- *Program Implementation Manager* – The staff person managing Transform Fresno efforts.
- *Project Partner* – An organization or entity receiving funds from the TCC Budget and signed on to Fresno TCC MOU.
- *Community Partner* – An organization or entity that is an essential part of building civic infrastructure in the Project Area, and has been identified as capable of leading community engagement within a specified category as outlined in CEP.
- *CEP Development Consultant* – The consultant team hired to develop the CEP.
- *Prime Community Partner* – An organization or entity that is an essential part of building civic infrastructure in the Project Area, and has been identified as capable of leading community engagement within the Transform Fresno Plan and will serve as the lead Community Partner for all community engagement categories.

Introduction

(SGC GUIDANCE QUESTIONS 2 AND 3)

Project Area Description

The Transform Fresno Project Area encompasses 4.9 total square miles within the Chinatown, Southwest Fresno and Downtown areas of the City. Census Tracts within the boundaries of these neighborhoods are in the top 5% of Disadvantaged Communities statewide, according to CalEnviroScreen 3.0, and 100% of the Project Area is categorized as low-income, as identified by AB1550. The implications of these rankings mean the project area faces a disproportionate share of environmental, health and economic burdens to include high pollution and asthma rates, low birth weights, increased cardiovascular disease rates, and high rates of exposure to toxins and pesticides. Compounding health and environmental burdens are high rates of linguistic isolation, low educational attainment and severe poverty. In the face of these challenges, community stakeholders have long been engaged and invested in the transformative process to reshape the Project Area.

History of Community Engagement in Project Area

Related Plans & Engagement Efforts

Engagement of community stakeholders during the formulation of the City of Fresno General Plan, Community Plans, and Specific Plans included discussion on a range of topics, such as increasing opportunity for economic development, achieving healthy air quality and reducing greenhouse gases, emphasizing and planning for various modes of transportation, and increasing a network of parks within the City. Public participation during the formulation of the General Plan consisted of over 160 stakeholder interviews, and over 100 presentations to neighborhood associations and business, educational, social, and non-profit sectors of the community. The General Plan Citizens Advisory Committee held over 24 meetings throughout the process. Outreach for both the Downtown Neighborhoods Community Plan and Fulton Corridor Specific Plan consisted of public meetings and an intense six-day, open, participatory design workshop. Community engagement for the Southwest Fresno Specific Plan included sixteen Steering Committee meetings, six community workshops, ten topic group meetings, and three community conversations.

Place-Based Civic Organizations

Over the past decade local community groups have been formed or have continued a legacy of community engagement in the TCC project area around issues as diverse as revitalizing neighborhoods of high concentrated poverty, brownfields remediation and development,

advocacy for parks and public spaces, community economic development, housing development, the re-establishment of a local middle school, the relocation of an environmentally unfriendly rendering plant, the development of a shopping center, and the reduction of gang violence, crime and homelessness.

These groups have included:

- Churches and church associations such as the West Fresno Ministerial Alliance;
- Community development and improvement organizations such as the Southwest Community Development Corporation, the Saint Rest Community Economic Development Corporation and the Golden Westside Planning Committee;
- Community and faith-based organizations such as Centro la Familia, West Fresno Family Resource Center, Every Neighborhood Partnership, and the National Association for the Advancement of Colored People (NAACP);
- Housing Development Organizations such as Self-Help Enterprises and Habitat for Humanity;
- Business improvement districts/organizations such as the Downtown Fresno Partnership, the Chinatown Foundation, and the Fresno Metro Black Chamber of Commerce; and
- Health improvement groups such as Fresno County Health Improvement Partnership and Fresno County Preterm Birth Collective Impact Initiative

These groups and many more have come together as stakeholders to build an on-the-ground foundation for the Transform Fresno initiative.

Community Organizing

In addition, local civic organizations, advocacy groups committed to issue-based community organizing have broadened and strengthened the stakeholder base behind Transform Fresno.

Leadership Counsel for Justice and Accountability (LCJA), Fresno Building Healthy Communities (FBHC) and Faith in Fresno (FIF) work with residents in the area through community organizing. LCJA provides research, legal representation, and policy advocacy to impact land use and transportation planning, shift public investment priorities, guide environmental policy, and promote the provision of basic infrastructure and services. FBHC works on local issues ranging from the improvement and expansion of parks and public spaces, to immigration services and housing quality and availability. Community members, working with these groups, have been involved in shaping the Southwest Fresno Specific Plan, the Transformative Climate Communities Program Guidelines, and other local environmental justice efforts in the Project Area. Through participation in statewide coalitions, like the California Environmental Justice Alliance, LCJA also connects Fresno residents to statewide advocacy on environmental justice policies. Faith in the Valley/Faith

in Fresno, has built on a base of local congregational members to train local leaders to advocate for these and similar issues. Communities for a New California Education Fund has promoted economic prosperity and community health for residents in West Fresno and rural areas of Central California, bringing valley residents together to champion the needs of poor and working-class families through community organizing, integrated leadership development, and mass non-partisan voter engagement.

History of Transform Fresno Efforts

The City of Fresno leveraged this civic infrastructure to shape the proposal for the Transformative Climate Communities (TCC) Implementation Grant from the California Strategic Growth Council (SGC). This included multiple community meetings, formation of a Community Engagement Collaborative, and ultimately development of the final proposal. Through this participatory process, Transform Fresno promoted and nurtured creative project ideas, developed local criteria to define the type of catalytic and collective impact projects should have, and provided the City with direction on the proposal of integrated projects to receive funding from California Climate Investment (CCI) Programs encompassed in the TCC Program Guidelines.

Anyone who lived, worked, or owned property in the community area consisting of Chinatown, Downtown and Southwest Fresno was encouraged to participate. The Collaborative met regularly from July 2017 through October 2017 and resulted in an active, engaged, 164-member Community Steering Committee. Collectively, this was the largest participatory budgeting process in the City of Fresno's history, and engaged residents in decision-making processes about projects in their community to an unprecedented extent. After a review of the final proposal, the SGC awarded the City of Fresno \$66.5 million to implement the project.

The final approved Transform Fresno project involves Project Partners that will implement a suite of projects that reduce greenhouse gas emissions and maximize co-benefits to the stakeholders in the Project Area. These twenty-two projects include affordable housing, energy efficiency upgrades, solar panel installation, tree planting, bike lanes and trails, urban gardening and farming, parks, and clean transportation.

Development of this Plan

To develop this plan, the CEP Development Consultant, Raimi + Associates, conducted a series of participatory planning engagement activities in May and June of 2019. Project Area stakeholders evaluated and refined a goal, objectives, and community engagement strategy for the Transform Fresno CEP.

Framework

Overarching Goal

To enable residents, workers, business owners, other property owners, and stakeholders in Chinatown, Downtown, and Southwest Fresno to be knowledgeable of and active participants in the Transform Fresno efforts.

Objectives

The primary community engagement objectives are as follows:

- Provide clear, consistent, and accessible communication to residents, businesses, and other stakeholders throughout the implementation.
- Build trust through transparency in implementation updates and budgeting.
- Utilize local knowledge and expertise in the community.
- Develop civic capacity in the project area.
- Foster the next generation of community leaders.
- Enable active participation in project implementation.
- Create opportunities to provide input on design and implementation decisions.
- Document the implementation process.
- Celebrate accomplishments.

Participatory Engagement Activities

Coordination with City of Fresno

The CEP Development Consultant received guidance, through comments and feedback, from City of Fresno staff and community stakeholders throughout the development of this plan.

One-on-One Conversations

One-on-one conversations with each of the twelve Project Partners were conducted in mid-May, both via telephone on May 13th and 14th, and in person on May 15th, to develop an understanding of the scope and scale of community engagement activities, greenhouse gas reduction strategies, and implementation timelines of each of the twenty-two projects. A meeting was also held on May 15th with several members of the Outreach and Oversight Committee. From this baseline information, the CEP Development Consultant produced a Draft Framework for the CEP and outlined a strategy to engage community members in providing feedback.

Public Review Period

The Draft Framework for the CEP was posted to the Transform Fresno website on Friday, May 24th, for a thirty-day comment period where any person or group could access the document for review and provide comments. An email was also sent out to the nearly 500 person Transform Fresno listserv to notify stakeholder of the opportunity to comment. The public comment period for the CEP ended on Sunday, June 23rd. During this period, one letter was received by the City of Fresno and CEP Development Consultant team from Leadership Counsel for Justice and Accountability.



Pop-up Public Workshops

Given the desire to allow the greatest number of people to participate and provide input into the goals, objectives, and methods included in the CEP, combined with the large geographic size of the TCC Project Area, a recommendation was made to conduct a series of workshops to supplement the public comment period.

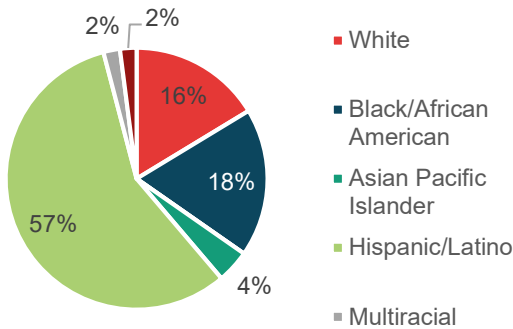
Five pop-up public workshops created an opportunity to formalize interaction between the community stakeholders and the CEP Development Consultant team at high-traffic locations throughout the Project Area. The locations included two in Southwest Fresno, one in Chinatown and two in Downtown Fresno. Each pop-up workshop lasted approximately 2 hours, with at least two Raimi + Associates staff members present, and stakeholders were invited to share their ideas and preferences through conversations with staff and interaction with display boards. During the pop ups, about 120 stakeholders identified preferred

methods of engagement and shared demographic information with the CEP Development Consultant team. In addition to the CEP Framework Draft, a descriptive list of the projects and a map of the Transform Fresno Project Area, with the location of the various projects, were available on site.

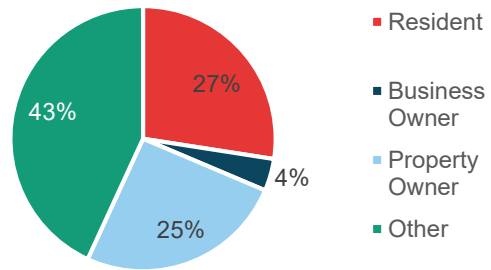
POP-UP PUBLIC WORKSHOPS SUMMARY DATA

The figures below highlight key outcomes from the pop-up public workshops, including: Participant Race or Ethnicity; Participant Affiliation with Neighborhood; Preferences for learning about Transform Fresno efforts; and Likelihood of participation in various types of community engagement events.

Race or Ethnicity of Participants

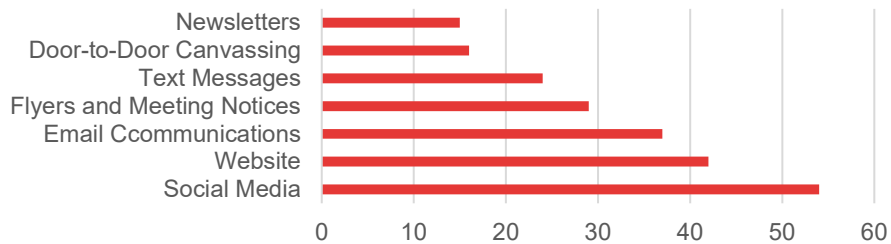


Participant Affiliation with Neighborhood



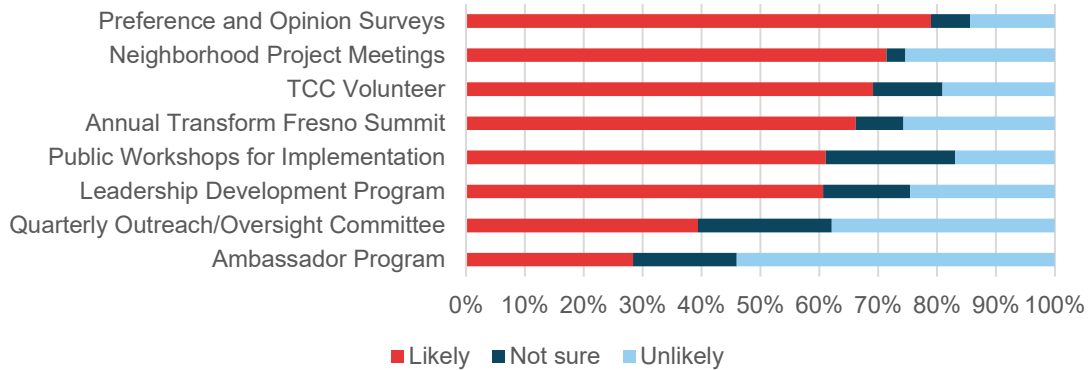
What are the best ways to learn about TCC?

Sum of votes from five workshops in late May



Likelihood of Participation in CEP Activities

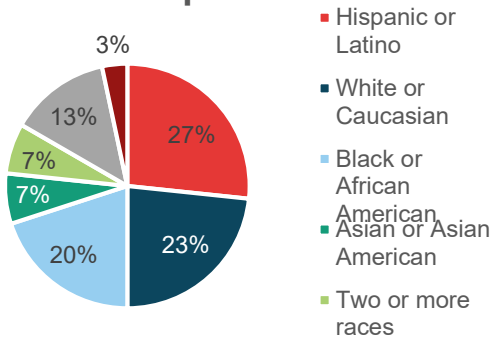
Percentage of votes, per activity, over five workshops in late May



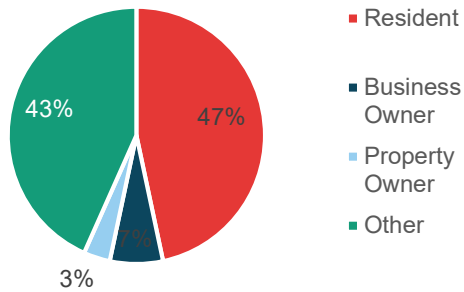
ONLINE AND HARD-COPY SURVEY SUMMARY DATA

The figures below highlight key findings from the Survey Data, including: Respondent Race or Ethnicity; Respondent Affiliation with Neighborhood; Preferences for learning about Transform Fresno efforts; and Likelihood of participation in various types of community engagement events.

Race or Ethnicity of Respondents



Affiliation with Project Area (Surveys)

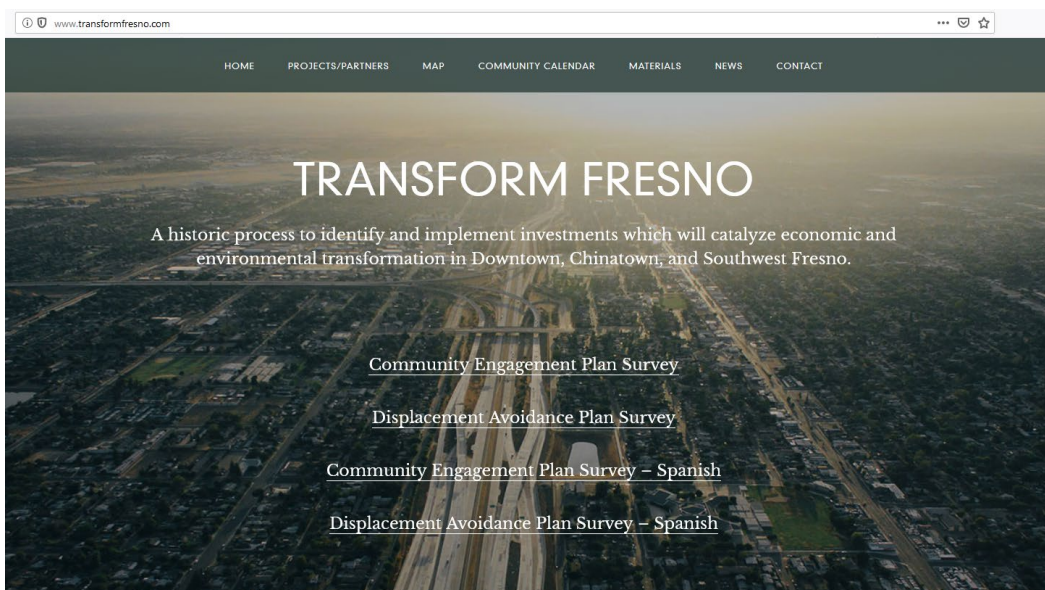


Outreach & Oversight Committee

A summary of the outcomes and findings from the five pop-up workshops was presented as part of the quarterly meeting of the Outreach & Oversight Committee on June 12, 2019.

Stakeholder Surveys

To reach segments of the community that were not engaged through the public review period, pop-up workshops, or meetings of the Outreach and Oversight Committee, a stakeholder survey was developed. The form was available online, in English and Spanish, through the Transform Fresno website and hard copies were made available for stakeholders with limited access to internet.



The CEP Survey was available through the Transform Fresno Website.

At the end of the survey period, on June 23, 2019, responses from thirty stakeholder surveys evaluating the Draft Framework and identifying preferences for frequency of communication and methods of community engagement were analyzed.

Respondents were asked to rank six options from 1 to 6, with 1 being the most important and 6 being the least important. For those who completed this question, there was a clear preference for email or newsletter updates and an almost 50-50 split in terms of importance of Door-to-Door, Text Messaging, and Website methods (see Figure 1).

Participatory Engagement Outcomes

From these participatory engagement activities, the CEP Development Consultant observed the following:

- Urgency to begin implementation activities to meet the needs of longtime residents and businesses;
- A strong desire for displacement avoidance safeguards and connections to workforce development;
- Strong preferences for interactive site-specific activities, such as volunteering or learning about efforts in neighborhoods, and less interest in traditional formalized activities, such as ambassador program and committee meetings; and
- Concern for hard-to-reach populations, such as the elderly, those who are linguistically isolated, or those who may have a distrust of local government, being prioritized and included in development strategies for targeted outreach.

Community Engagement Plan

(SGC GUIDANCE QUESTION 4.A – 4.F)

Outreach Strategy

The Transform Fresno Community Engagement Plan is designed to be rigorous and flexible—leveraging existing relationships with Project Partners, while creating space for formal inclusion of new Community Partners and the next generation of leaders across the three neighborhoods and the diversity of stakeholders and interests in the Project Area. This section describes the logic, timeline, and methods for implementation of the Transform Fresno Community Engagement Plan. This CEP is designed to add meaningful community engagement in the Transform Fresno Project Area in addition to the required community engagement activities identified in each Project and being conducted by each of the Project Partners.

The below table outlines the roles of each implementing party within the Transform Fresno Community Engagement Plan:

Party	Outreach Method	Deliverables
Program Implementation Manager	Coordination with the Outreach and Oversight Committee; Community Partners; and other stakeholders	Quarterly Community Meeting documentation
Prime Community Partner	Translation Services; Annual Transform Fresno Summit; Community Engagement Updates; Community Meetings; Quarterly Newsletters; Text, Email and Direct Outreach; Coordination with other Community Partners; Update the Outreach and Oversight Committee on all engagement	Coordination with Lead Agency, other Community Partners, and Project Partners; Expense Reports; Annual Summit Documentation; Community Meeting Videos and Agendas; Coordination of Community Engagement; Quarterly Newsletters; Coordinated communications activities

Data and Reporting Community Partner	Coordinate with Project Partners; Consolidate and Analyze Survey Data; General Reporting; Coordinate with Evaluation Team; Semi-Annual Metric Reports; Produce Annual Reports; Produce Final Engagement Summary Report	Coordination with Lead Agency, other Community Partners, and Project Partners; Coordinated Community Engagement Activities; Database of Community Engagement; Coordination with Evaluation Team; Semi-Annual Reports; Annual Reports, Final Engagement Summary Report
Direct Outreach Community Partner	Print Materials for Distribution; Distribute Transform Fresno Flyers; Distribute Transform Fresno mailers; Maintain a Volunteer Interest Database; Maintain Online Community Engagement Calendar; Administer Surveys	Coordination with Lead Agency, other Community Partners, and Project Partners; Materials for Distribution; Flyers' Mailers; Database for Volunteers; Calendar of Community Engagement; Surveys
Leadership Development Community Partner	Coordinate Transform Fresno Youth Leadership Development Program	Coordination with Lead Agency, other Community Partners, and Project Partners; One cohort of up to 12 students trained per year
Media and Communications Community Partner	Create Branding; Update and Maintain Website; Share Informational Videos; Share Media for Transform Fresno and Project Progress; Coordinate Radio Updates; Coordinate with Partners for Project-Wide Style Guide	Coordination with Lead Agency, other Community Partners, and Project Partners; Logo Design; Branding Style Guide; Website Redesign and Update; Videos and Social Media; Documentation Sessions; Public Service Announcements; Presentations to Partners
Event Coordination Community Partner	Coordinate 1-2 Cultural or Arts Specific Community Events; Coordinate Project Milestone Events	Coordination with Lead Agency, other Community Partners, and Project Partners; Project Milestone Events; Cultural or Arts Specific Events

All parties identified above play an integral role in the implementation of this CEP. The Prime Community Partner, under direction from the City of Fresno, will be responsible for providing regular updates to the Outreach and Oversight Committee utilizing the metrics, semi-annual and annual reports completed by the Data and Reporting Community Partner. As you can see, all community partners will maintain communication with each other and the City of Fresno to ensure meaningful engagement is occurring at all levels.

Stakeholders

For the community engagement to be successful, it should include the full spectrum of stakeholders, so that all stakeholders feel that their issues are addressed, and ideas are heard. This includes, but is not limited to:

- Residents
- Workers
- Business Owners
- Arts and Cultural Organizations
- Other Property owners
- Outreach and Oversight Committee
- City of Fresno Staff
- Project Partners
- Community Partners
- Educational Facilities and Institutions
- Organizations focused on Chinatown, Downtown, or Southwest Fresno
- Citywide organizations (e.g. Chamber, Building Healthy Communities, LCJA)
- Potential Investors and Funders

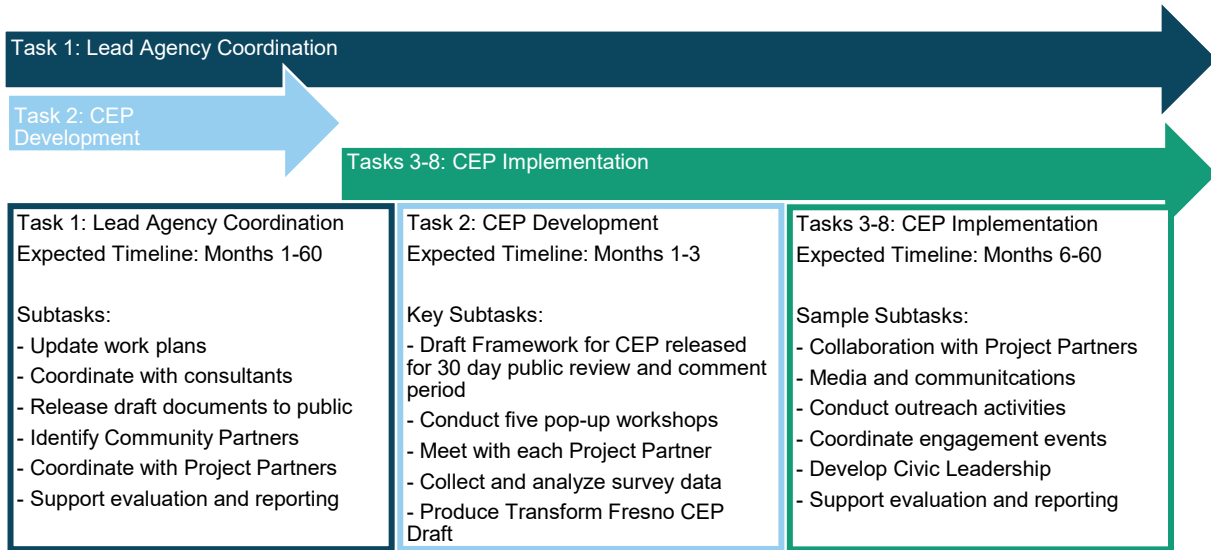
Transform Fresno leaders understand that in order to achieve community-led transformation, it will be necessary for all stakeholders to be informed about, have opportunities to engage in, and take on a leadership and guidance roles—whether this is at the individual project level or in the long-term vision for each neighborhood. With the establishment of a variety of Community Partners completing community engagement activities that they are qualified for and have an expertise in, we hope to capture the attention and support of every member in the community. Community Partners will not only actively engage the community in various ways including inform, educate, and highlight the Transform Fresno activities, but these activities will also help build capacity in our local organizations. By building on these agency’s connections to the community, each will serve as voices for Transform Fresno - connecting the projects to the people.

Broad Overview of Timeline

The TCC Program establishes a 60-month term for Implementation and all TCC-funded Transform Fresno activities will be conducted during that term. Each of the 12 Project Partners has established a work plan and budget, with timelines inclusive of Project-specific community engagement activities.

The Community Engagement Plan, which covers overarching Transform Fresno activities, was developed during Months 1-3 of the grant term. After approval by the Lead Agency, Outreach & Oversight Committee, Project Partners, Strategic Growth Council, and any other reviewers, Transform Fresno will identify a CEP Prime Community Partner and five other

Community Partners who will be eligible to receive funding to conduct the activities outlined in this document. It is expected that the timeline for implementation will begin by Month 6 of the grant term and will continue through Month 60. Below is a broad overview of this expected timeline and tasks outlined in the Work Plan and Budget workbooks of the Community Engagement Plan.










Overview of Resources and Budget for the CEP

To administer and guide the process the City has created a dedicated staff position, with the title of Transform Fresno Program Implementation Manager, and formed the 16 member Outreach and Oversight Committee. In addition to these dedicated administration bodies, Transform Fresno will work together to contract a Prime Community Partner agency that will serve as oversight for all community engagement activities. The Prime Community Partner will implement strategies, events, and activities that integrate stakeholders as local resources to ensure success in community engagement. Five additional Community Partners will be selected to carry out tasks within each of the following categories: Data and Reporting Community Partner, Direct Outreach Community Partner, Leadership Development Community Partner, Media and Communication Community Partner. There is also an opportunity for Community Partners to collaborate and/or submit multiple proposals for one or more identified categories.

Of the roughly \$846,529 budget allowed by SGC for community engagement activities, the majority is allocated directly to staffing the outreach and communications efforts and developing the capacity of residents and local organizations to lead and implement outreach and engagement, with the intended goal of building long-term civic infrastructure. The budget was developed by the CEP Development Consultant and the City of Fresno, to align with expressed community priorities heard during participatory engagement activities. The

below table outlines the division of funding for implementation per category and as established in the attached Work Plan and Budget (Attachment A).

	*Resources for CEP Implementation	Funding over Five Years	Share of Total
	CEP Prime Community Partner	\$227,000	27%
	Data and Reporting Community Partner	\$120,000	14%
	Direct Outreach Community Partner	\$164,200	19%
	Leadership Development Community Partner	\$70,000	8%
	Media and Communications Community Partner	\$144,000	17%
	Event Coordination Community Partner	\$77,200	9%
	City of Fresno Community Resources	\$44,129	6%

*Subject to change pending final RFQ process

Scope and Scale of Methods

To meet the goals of the Transform Fresno, there will be a variety of engagement methods over the four-and-a-half years of implementation of this Community Engagement Plan. The combined scope of the methods of these plans will cover the collaborative and capacity-building activities that together will contribute to transformation, while cultivating long-term civic infrastructure development. Reaching this scope and scale of community engagement will address key concerns voiced by community members in development of the CEP.

The Data and Reporting Community Partner will coordinate with the Evaluation Technical Assistance Provider and each of the other Community & Project Partners to help collect the needed data and metrics outline in the Indicator tracking tables and any other evaluation activities identified in the grant. The Prime and Community Partners, the Transform Fresno Lead Agency, Project Partners, and other stakeholders will take community engagement of each Transform Fresno Project to a bigger scale by combining efforts through methods that are divided into three broad categories, as described below:

1. *Information-Sharing and Communication* - These methods inform the community and general public about Transform Fresno implementation and ways to actively participate in the process.
2. *Participation* - These methods allow residents and stakeholders to actively participate in the process and take ownership of the projects.
3. *Documentation* - These methods document the outcomes, successes and lessons learned, of Transform Fresno and the projects through a variety of mediums.

Information-Sharing and Communication

- Website - The website should serve as the central location for all TCC material that is relevant to the community including the final grant agreement, any amendments, summary notes from workshops, photos from events, information on upcoming events and volunteer opportunities, a method to sign up for texting or email notifications, and any videos, images, or multimedia.
- Social Media - Current City Social media accounts on Facebook, Twitter, and Instagram are used to share information. Additional accounts may be created to share information and updates on project implementation. Updates can include text, images, videos, and other accessible media. To engage all segments of the population, it will be necessary to translate TCC materials and solicit input from representatives of stakeholder groups on cultural relevancy and accessibility.
- Newsletters - Newsletters should include a combination of overall TCC project updates, highlights of individual project activity, and profiles of people that are contributing to the TCC effort including City staff, members of the TCC Project Partner organizations, members of other community organizations active in the area, local business owners, and participants in the various projects.
- Text messages - This method can be used to provide reminders about important upcoming events such as the quarterly meetings and the Annual Transform Fresno Summit.
- Email Communications and Database - The stakeholder engagement should utilize the email and cell phone database that was established during the grant application process to reach out to the community. This database should be added to on an on-going basis. Email blasts should be used for brief project updates, distribution of an electronic version of the newsletter, and to send reminders about quarterly meetings, project groundbreaking or ribbon cuttings, the annual Summit, and project-specific outreach or recruitment opportunities.
- Door-to-Door Canvassing - Given the large number of elderly residents and that not all residents have access to digital information sharing platforms, direct engagement through door-to-door outreach should be used at strategic times in the process. This includes when projects are being initiated and input is being requested on design or other features, at the start or completion of projects in specific neighborhoods, prior to the Annual Summit, and when significant issues are being addressed by the Outreach and Oversight Committee.
- Flyers and Meeting Notices - Flyers should be mailed and posted when necessary to inform stakeholders of significant events such as the Annual Summit, key decisions being considered by the Outreach and Oversight Committee, and if TCC items are being discussed by the City Council. Information will also be routed to local Community Based Organizations, schools and through Council District 3 outlets.
- Regular Updates of Community Engagement Activities - All Community Partners will work together with the support of the City of Fresno to provide regular updates of all

community engagement activities through a variety of mediums to include: Community Meetings, Email updates, Newsletters, Project Partner Meetings, Outreach and Oversight Committee Meetings, and through posts on the Transform Fresno website.

Participation

- Outreach and Oversight Committee meetings - The O&O Committee quarterly meetings provide a regular opportunity to discuss community issues and identify what types of engagement are needed. Additionally, the meetings provide an in-person means for the community to learn about project updates and for the Project Partners to coordinate their respective outreach and recruitment efforts.
- Annual Transform Fresno Summit - The Annual Summit is an opportunity to share and celebrate progress, include the broader Fresno Community, include City, County, and State officials that play a role in Transform Fresno implementation. It is envisioned as a combination of project presentations, breakout sessions on important and emerging topics, panel discussions, and activities for adults and children, recruitment for project volunteers and development of future leaders, and identification and prioritization of funding needs and opportunities identified through the Transform Fresno efforts.
- Project specific charrettes or workshops - The workshops or charrettes are a way for community members to contribute to the design of the new parks and street improvements. These should occur early in the design process so that the design teams are aware of unique community needs or ways for the projects to reflect community history, stories, or values.
- TCC Fresno Youth Leadership Development Program - A Transform Fresno Leadership Fellowship Program would cultivate approximately 25 new community leaders per year to support the community engagement efforts. This group of middle and high school students would receive both education and training on community organizing, facilitation, public speaking, and local government procedures, such as the budget process and types of investment programs. Participants should lead “high-touch” direct project information and engagement at the community level through attendance at local events, door-to-door outreach, and assistance in the Story Corps program. They may develop and implement proposals for community engagement strategies and events, to be decided upon by their cohort, through a model of participatory budgeting like that which was used to develop the Transform Fresno slate of projects. Transform Fresno stakeholders should be involved in identifying a Community Partner to be the lead organization to implement this program in conjunction with City Staff.
- Neighborhood Project Update Meetings - Meetings located within specific neighborhoods within the TCC project areas to provide updates on the various TCC

projects. This would include meetings with individual community groups such as churches or schools' PTAs, or other neighborhood-based organizations.

- *Preference and Opinion Surveys* - Surveys will be conducted, both online and on paper, to identify existing and emerging needs in the community. Topics may include the level of awareness of the TCC projects, opinions on how well the TCC projects are serving the community, ideas for improvement, and options for project expansion or replication in other neighborhoods.
- *Active participation as owner, trainee, or volunteer* - Several of the projects include direct participation in terms of sweat equity or training, others offer volunteer opportunities. These include both participation as a trainee and volunteer for Grid Alternatives, contribution of sweat equity as a future homeowner or supporting family member with Self-Help Enterprises, volunteering at the Yosemite Village Permaculture Community Garden & Urban Farm, tree planting on several of the urban greening projects, etc.
- *Integration of Arts and Culture* - A rapidly growing method in community engagement is the use of Creative Placemaking, through the intentional integration of historic or contemporary aspects of arts and culture. This can include capturing stories about the community, collectively designing and painting murals, building markers or memorials related to significant events or people in the community, or documenting arts and culture of contemporary populations in a neighborhood. By working together to make something of unique value that is shared with the broader community, people are provided with a different type of opportunity to share their perspectives on place and how improvements related to the climate or economic development that is future-driven can be respectful of the past and present.

Documentation

- *Documentary Videos of events and project implementation (Video History)* - The videos can be both short 30 to 90-second capture of projects being implemented, interviews with participants, or summaries of community workshops or other events. A longer 5-10 minute video should also be prepared that captures the entire 5-year Transform Fresno process.
- *Community narrative documentation* - Story telling is a powerful way to strengthen community identity, highlight local culture, and provide a method for acknowledging and healing past trauma. A "Story Corps" booth could be provided at each of the annual Summits with high quality recording equipment and experienced facilitators to assist Transform Fresno participants to share their experiences with history of the area and their visions for the future. A live Community Stories event could also be organized to allow sharing with the broader community.

- Participation Dashboard - An online Community Engagement Dashboard should be created to track participation progress over the life of the TCC. Metrics to be included in the Dashboard are:
 - Number of people at each event
 - Total number of people engaged over the life of the project
 - Geographic distribution of the participants
 - Ethnic distribution of the participants
 - Number of events or meetings that individuals participate in
- Annual and Final Engagement Summary Report - An annual report should be prepared and posted on the Transform Fresno web site that provides a narrative summary of the engagement activities that took course over the year, major outcomes, and a description of the metrics included in the Participation Dashboard. A final report should be completed as part of the project close out.

Specific Application of Methods

The Prime and Community Partners will be responsible for working with Transform Fresno stakeholders to identify the specific times and locations for application of the methods described above. The CEP Work Plan and Sampling Plan for Hard-to-Reach Populations are tools intended to guide those determinations.

TCC CEP Work Plan

The work plan outlines tasks, subtasks, and deliverables that are connected to the overall budget for the CEP. It is summarized here for reference, though a more accurate copy is available from the Lead Agency.

Task 1. Coordination with SGC

Task 2. Coordination with CEP Consultant

Task 3. Prime Community Partner

Task 4. Data and Reporting Community Partner

Task 5. Direct Outreach Community Partner

Task 6. Leadership Development Community Partner

Task 7. Media and Communications Community Partner

Task 8. Event Coordination Community Partner

Task 9. City of Fresno Related Community Engagement

Sampling Plan for Hard-to-Reach Populations

Barriers to Participation

Potential barriers to community participation can be categorized into two broad categories of access and trust. For many residents and stakeholders in the Project Area, access to participation in City-led activities, such as those planned for Transform Fresno efforts, has been historically limited due to language, time and location, and format of the activities. When left unaddressed, accessibility barriers can be interpreted by stakeholders to mean that they are not welcome to participate in City-led activities.

In the development of the CEP, we heard many people express their distrust of the engagement process being inclusive of everyone and of their own ability to shape the outcomes of the efforts. In conversations and surveys, stakeholders shared concerns about population-specific barriers and ideas for how to address them. These barriers to participation, and suggestions for steps or approaches to facilitate broad community participation, are described in the Sampling Plan. This tool is intended as a guide in identifying Community Partners, who may be eligible to receive subgrants for CEP implementation activities. It will also identify who may be instrumental in determining, with stakeholder input, the best methods to apply for direct outreach activities.

Target Group	Project Area**	Barriers to Participation	Engagement Activities and Strategies
Latino Population	63% of population	May lack trust in government Misconceptions about their immigrant status Concern over deportation	Door-to-Door Outreach Neighborhood Meetings Arts and Culture Events Radio Broadcasts
Black Population	19% of population	May lack trust in government Need to first see government address pressing inequities Historically Disenfranchised	Door-to-Door Outreach Neighborhood Meetings Arts and Culture Events
Asian Population	10% of population	May lack trust in government Ethnic, Linguistic Diversity Misconceptions about their immigration status	Neighborhood Meetings Arts and Culture Events Radio Broadcasts Door-to-Door Outreach
Young Children (less than 10 years old)	19% of population	Too young for formal civic life Parents determine activities May not be taken seriously when giving opinions	Hands-on Volunteering Arts and Culture Events School-Based Activities Health & Fitness Events Visuals and Graphics
Older People (65 years and older)	7% of population	Limited mobility May not be taken seriously when giving opinions Other accessibility issues May have historical distrust of government or formal process	Door-to-Door Outreach Neighborhood Meetings Story Corps Narratives Visuals and Graphics Accessibility
Low Educational Attainment (less than high school)	46% of population older than 25 years	Traditional formats of public meetings may be too technical Disenfranchised	Visuals and Graphics Hands-on Volunteering Introductory Education on Issues and Strategies
Living in Poverty (below two times the federal poverty level)	79% of population	Disenfranchised Work at multiple jobs at times Limited time to participate Housing instability Too many stressors	Cost-saving Incentives Door-to-Door Outreach Pop-Up Workshops at Employment / Transit or Social Service Sites Meetings accessible via transit
Limited English Proficiency	15% of population	Language barriers Limited knowledge of technical language	Door-to-Door Outreach Simultaneous Interpretation
Workers Commuting to Project Area	35,000 overall to City Center	Not as invested in local work Limited time, busy, or in transit into or out of area Limited knowledge of area	Flyers and Posters Web and Social Media Pop-Up Workshops at Central Lunch Locations
Potential Community Partners: Fresno BHC, Fresno Barrios Unidos, Leadership Counsel for Justice and Accountability, Black Lives Matter, Fresno EOC Street Saints, Health Providers, Tenants Together, Jakara Movement, Hmong Innovating Politics, Fresno Center, Communities for a New California, Head Start, School Districts, Every Neighborhood Partnership, Local Churches, Resources for Independences Central Valley, Foster Grandparent Program, Senior Centers, Faith in Fresno, Social Service or Mental Health Providers, Central California Legal Services, City Agencies, Transit Providers, Local Businesses. <i>(not an exhaustive list)</i>			

* This table is meant to be adapted to address needs and priorities identified by Transform Fresno stakeholders.

** Data points pulled from CalEnviroScreen and Transform Fresno Implementation Grant Application.

Governance and Leadership

(SGC GUIDANCE QUESTION 5)

Collaborative Stakeholder Structure Development

During the proposal development process, there were several residents who became integral in the process by organizing, speaking out, and representing on behalf of their community. For example, at Community Steering Committee #5, several Southwest Fresno residents, including Mary Curry and Pastor B.T. Lewis, organized a resident-only meeting in which they discussed the priorities for Southwest Fresno. It was out of this meeting, and with the leadership of Mrs. Curry and Pastor Lewis, that a fifth alternative project package was drafted. In Chinatown, life-long resident and business owner of Central Fish Company, Morgan Doizaki wanted to ensure that Chinatown would band together to support projects that would benefit Chinatown. Mr. Doizaki organized business owners and residents and they worked with City staff to create two proposals for streetscape improvements as well as negotiated the inclusion of the Chinatown PBID to continue the investment long after TCC. While Downtown has an established Downtown Fresno Partnership and has seen some investments recently in the Fulton and Downtown areas, business owners banded together to ensure that their new businesses would continue to receive the support that they need.

As these partnerships were forming and collaborating, the people behind the movement shifted from business owners and residents to community leaders. These leaders were appointed to the Outreach & Oversight Committee along with others with the same vision and commitment in the TCC process. In addition to the Outreach & Oversight Committee, the Collaborative Stakeholder Structure (CSS) called for the creation of a Memorandum of Understanding (MOU) that would facilitate stakeholder participation in the implementation of Transform Fresno. The MOU sets the governance and organizational structure to include the Lead Applicant, Project Partners, Outreach & Oversight Committee and local community stakeholders.

Proposed Governance Structure for Implementation

Key to maintaining consistent community engagement is the establishment and administration of forums for the community to be actively involved in decision-making and management of the Transform Fresno effort. While the City can play a significant administrative and management role, the community needs to have a formal method for interacting with the City in the implementation of the grant. The approach taken for the grant development and approval, that included multiple community members and ultimately 164 participants that were eligible to vote on the final proposal, is an example of the value that comes from creating formal structures to engage and empower the community in the

decision making process. As Transform Fresno progresses through the 5-year grant period, having a formal body in place will be essential. This formal body (currently the Outreach and Oversight Committee) will need to work with the City, the Project Partners, and the many local organizations that are active in the Transform Fresno Project Area.

Established Roles and Responsibilities

City of Fresno

As Lead Agency, the City of Fresno is tasked with the responsibility of implementation of the Master Grant Agreement with the Strategic Growth Council. The agreement includes: compiling and submitting all invoices and reporting documents; monitoring transformative requirements; implementing the transformative plans which include community engagement, workforce development and displacement avoidance; serving as the primary fiscal agent; ensuring a fair, transparent, accountable, and participatory implementation process; and ensuring continuation of the public participation process structure of the CSS, including public meetings, public website, channels for receiving public comment via email, phone and in person. The City of Fresno will demonstrate the use of inclusive and meaningful engagement methods that will address the barriers to participation identified in this plan,

Project Partners

Project Partners shall be responsible for implementation of the transformative requirements and project delivery, as well as evaluation and reporting for individual Projects; Ensure delivery of Projects in accordance with Program Guidelines and Grant Agreement; Monitor Transformative Requirements, indicator tracking and reporting; and Providing Project-related information and data to the Third-Party Evaluator to identify additional indicators for tracking and monitoring based on selected Project types. All the Transform Fresno Project Partners should coordinate efforts through targeted meetings and through the Quarterly meetings. Tasks outlined in this CEP are in addition to what is identified in the Project Partners scope of work for each project. The Prime Community Partner, City of Fresno, and the Direct Outreach Community Partner will work cohesively to ensure meaningful community engagement occurs throughout the Transform Fresno project.

Outreach and Oversight Committee

The Outreach & Oversight Committee is the advisory committee that shall be a resource for community collaboration and feedback, provide overall guidance on implementation and the transformative plans and material changes to the projects including major budget or programmatic changes. This committee will need to evolve over time as members cycle in and out. There is a current structure in place where when a vacancy occurs; nominations from the community are solicited. Committee members are chosen based on

recommendations from the current committee, a panel interview, and at the direction of the Mayor of Fresno. Members must have participated in the development of the Transform Fresno projects, a voting member on the original Community Steering Committee and either work, live or own property in the Transform Fresno Project Area.

Next Generation of Civic Leaders

Community Partners

Community Partner Agencies that will support building long-term civic infrastructure can be defined as an organization or entity that: (1) is an essential part of building civic infrastructure in the Project Area, as identified by stakeholders; (2) has been identified as capable of leading community engagement activities within the specified category; and (3) is not yet receiving TCC grant funding. The City of Fresno will follow its established procurement process in the form of issuing a Request for Qualifications (RFQ) through its Planet Bids system. Community Partners will be required to demonstrate the use of inclusive and meaningful engagement methods that will address the barriers to participation identified in this plan, RFQs will also be sent to members of the Outreach and Oversight Committee for referrals, sent to known potential interested agencies, and posted on the Transform Fresno website. There will be a total of six RFQs that will be published to include: Prime Community Partner, Data and Reporting Community Partner, Direct Outreach Community Partner, Leadership Development Community Partner, Media and Communications Community Partner, and Event Coordination Community Partner. Once all proposals are received and the submission date is closed, the City move forward with panel interviews for Community Partner selection. The panel will be made up of representatives from the City, Outreach and Oversight Committee, and Project Partners. Each chosen Community Partner must submit a conflict of interest form, agree to the standard City Contract, and carry the mandated insurance policies to contract with the City of Fresno. Final contracts will be presented to the Fresno City Council for ratification. Once each contract is executed, work can begin by each of the Community Partners.

Leaders

Community leaders will emerge from engagement activities that successfully create space for understanding, guiding, and projecting outcomes from the Transform Fresno efforts. Community Leaders should have opportunities to present their, knowledge and experience of community perceptions to a range of audiences. Leaders will also be developed through the Youth Leadership Development Program coordinated by the Leadership Development Community Partner in order to build the capacity, knowledge and skills of the community's future civic leaders.

Participants

There are multiple opportunities for residents to participate in the Transform Fresno efforts; whether directly through programs, such as those offered by Grid Alternatives or Self-Help Housing, or by volunteering for various project activities, such as tree planting, urban farming, or solar panel installation. Participants should be provided with opportunities to share their experiences with the Project Partners and with the larger Transform Fresno community to shape the outcomes and outputs of the investments in the Project Area.

Transparency and Accountability

(SGC GUIDANCE QUESTIONS 5 AND 6)

Measuring and Reporting Effectiveness

Establishing metrics for both outputs and outcomes is an essential part of a complete plan. At a minimum, the following items should be tracked on an on-going basis and reported on a semi-annual basis:

- Number of community members participating in community events and activities (by geography, age/race/ethnicity/language, and number of times involved)
- Number of people engaged in surveys, online activities and social media (website, on-line surveys, Facebook, twitter, etc.)
- Number of materials distributed to stakeholders
- Number of engagement activities held
- Number of volunteers who participated in project implementation
- Number of community members in the Transform Fresno database
- Number of attendees at community events

Each Community Partner will be responsible for tracking their specified community engagement activities as identified in the Indicator Tracking Plan produced by the TCC Evaluation Team and will be required to share the information with the Data and Reporting Community Partner. The Data and Reporting Community Partner will then compile the metrics and incorporate those into the semi-annual and annual reports (Task 4). The Prime and Community Partners shall work closely with the Evaluation Team to ensure measuring and reporting consistency, as appropriate for the Community Engagement Plan and Indicator Tracking Plans.

Public Information

General Public Information-Sharing

Public information will be available on the Transform Fresno website. The Transform Fresno Project Partners and Community Partners will collaborate with the Lead Agency to centralize information on events, progress, and reports measuring effectiveness.

Process to Collect and Address Public Complaints

The Lead Agency has established several methods to address comments, questions, and concerns which include:

- A publicly accessible website which provides the public opportunity to submit feedback or request information through an online contact form. All requests received by the Lead Agency via the website online contact form will be responded to within 48 hours;
- A dedicated phone number at 559-621-7799 and email address at transformfresno@fresno.gov. All requests received via the phone number and email address will be responded to within 48 hours;
- Input from community members received in writing at the Quarterly meetings will be evaluated with the Outreach & Oversight Committee and reported back via the monthly newsletter, publically accessible website, and subsequent Quarterly meetings; and
- Any disputes which arise out of the implementation of the projects will be facilitated by the Lead Agency in consultation with the Outreach & Oversight Committee.

Attachments:

- Attachment A – Work Plan
- Attachment B – Budget
- Attachment C – CEP Draft Framework
- Attachment D - Pop-Up Public Workshop Materials and Photos
- Attachment E – Survey Results Summary
- Attachment F – Public Comments
- Attachment G – SGC Guidance Questions

Attachment A – Work Plan

Lead Entity: City of Fresno
 Grantee: City of Fresno
 TCC Project Name: Transform Fresno

Grant #: SC18119
 Round #: 1

Community Engagement Plan

WORK PLAN

Project Description: (500 character limit)

The Community Engagement Plan describes methods and efforts that will be used to engage residents and key stakeholders during implementation of the Transform Fresno grant and projects in Downtown, Chinatown and Southwest Fresno communities. The City and the Outreach & Oversight Committee will work closely with Consultants to engage stakeholders and Community Partners in development and implementation of the plan over the term of the grant.

Character Count 444

TASK 1. Coordination with SGC

Subtask	Description (150 character limit)	Deliverables/Milestones	Responsible Parties [e.g. Lead Applicant, Co-Applicant, Subcontractor, etc.]	Timeline [e.g. Month 1 - Month 6]
A. Update Work Plan and Budget	Update work plan and budget for completion of Community Engagement Plan, submit for SGC approval	Revised Documents Submitted	Lead Applicant	End of Week 2

TASK 2. Coordination with CEP Consultants

Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A Draft RFQ	Draft RFQ for Community Engagement Consultant to draft the CEP	Complete draft RFQ for Community Engagement	Lead Applicant and Outreach & Oversight Committee	Month 1
B Interview Consultants	Interview potential Consultants	Develop interview panel; Summary of consultant selection criteria and process	Lead Applicant and Outreach & Oversight Committee	Month 1
C Award Contract	Contract Award	Award contract to Consultant	Lead Applicant	Month 1 - Month 2
D Community Workshops	Host 5 Community Workshops targeting the TCC Project Area stakeholders and residents. Notices will be sent to the TCC listserv (over 500 people).	Host 5 Community Engagement Plan Development Workshops; community outreach materials (including public notice), summary of results and materials	Lead Applicant and Consultant	Month 2 - Month 3
E Incorporate Public Comments	Commence 30 day comment period	Incorporate public input and finalize the CEP. Log of public comments and draft CEP	Lead Applicant	Month 2 - Month 3
F Submit CEP to SGC	Final CEP	Submit Final CEP to SGC for approval; plan outline	Lead Applicant	Month 3
G. Retain Community Partner Agencies for CEP Implementation	Develop RFQ and work with Outreach & Oversight Committee and Stakeholders to select Consultant for CEP Implementation	Executed Contracts with uapproximately 6 Community Partner Agencies for CEP Implementation	Lead Applicant and Outreach & Oversight Committee and Community Partner Agencies	Months 4-6

TASK 3. RFQ 1 Prime Community Partner

Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A. Coordinate translation and accessibility services, as needed	Prime will work with stakeholders to identify and meet translation and other accessibility needs for CEP communications and activities	Expense Reports	Prime Community Partner	Months 6-60

B. Coordinate 1 Transform Fresno Summit per year	The annual Transform Fresno Summit is a celebration day full of recognitions, updates, workshops, and engagement of the community	4 total annual summits over 4.5 years	Consultant, with support from Lead Applicant and Project Partners	Months 6-60
C. Agency Resources	Resources for agency to coordinate and produce materials/activities (i.e. office supplies, travel/mileage, printing costs, etc.)	Coordination with Lead Agency, other Community Engagement Agencies, and Project Partners	Prime Community Partner	Months 6-59
D. Coordinate regular community engagement updates	Prime will work with stakeholders to develop and implement protocols for regular and transparent flow of information to community stakeholders	Community Meeting Videos	Prime Community Partner, with support from Lead Applicant, other Community Partners (RFQs 2-6), and Project Partners	Months 6-60
E. Coordinate with Community Partners	Build civic infrastructure in Project Area through subgrants and technical assistance to Community Partners for direct outreach, surveys, etc.	As Prime Agency, take a lead role in overall community engagement. Coordinate all Community Engagement Activities through Transform Fresno	Prime Community Partners and Community Partners (RFQs 2-6)	Months 6-60
F. Coordinate Community Meetings	Work with Outreach and Oversight committee to coordinate community meetings, promoting functional, inclusive, and valuable information to the community.	Community Meetings Agenda and Video	Prime Community Partner, with the support from Lead Applicant	Months 6-60
G. Coordinate Quarterly Newsletter Development	Consolidate project updates and information on general implementation of Transform Fresno	12-15 Quarterly Newsletters over the course of the CEP Implementation	Prime Community Partner, with support from Lead Applicant, other Community Partners (RFQs 2-6), and Project Partners	Months 6-60
H. Coordinate other text, email, or direct outreach	May include additional needs and communications campaigns identified by stakeholders throughout implementation	Coordinated communications activities across Transform Fresno	Prime Community Partner, with support from Lead Applicant	Months 6-60
I. General Coordination of events	General coordination of Agency described Transform Fresno events	Completion of Tasks	Prime Community Partner	Months 6-60

TASK 4. RFQ 2 Data and Reporting Community Partner

Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A. Agency Resources	Resources for agency to coordinate and produce materials/activities (i.e. office supplies, travel/mileage, printing costs, etc.)	Coordination with Lead Agency, other Community Engagement Agencies, and Project Partners	Data and Reporting Community Partner	Months 6-60
B. Coordinate with Project Partners	Broaden reach and build capacity of Project Partners through communications collaboration and engagement assistance	Coordinated Community Engagement activities and general reporting across Transform Fresno	Data and Reporting Community Partner, with support from Lead Applicant	Months 6-60
C. Consolidate and analyze survey data	Consolidate any survey data collected by Community Partners (Task 5.G) and Community Engagement Plan related data collected by Project Partners	Database of Community Engagement Data	Data and Reporting Community Partner, with support from Prime, other Community Partners and Project Partners	Months 6-60
D. Coordinate with Evaluation Team	Consolidate engagement metrics data tracked by Evaluation Team to supplement surveys (Task 5.G) and inform dashboard (Task 4.E)	Coordination with Evaluation Team	Data and Reporting Community Partner, with support from Evaluation Team	Months 6-60

E. Produce semi-annual metrics reports	Develop, implement, and report, every six months, on dashboard metrics for Community Engagement Plan	Approximately 8 semi-annual reports over grant term	Data and Reporting Community Partner, with support from Prime, other Community Partners and Project Partners	Months 12-60
F. Produce annual reports	Provide narrative summary, major outcomes, and semi-annual metric report (Task 4.E)	Approximately 4 annual reports over grant term	Data and Reporting Community Partner, with support from Prime, other Community Partners and Project Partners	Months 12-60
G. Produce Final Engagement Summary Report	Similar to annual report, consolidating analysis over project term	1 Final Engagement Summary Report at project close out	Data and Reporting Community Partner	Month 60
H. General Coordination of events	General coordination of Agency described Transfrom Fresno events	Completion of Tasks	Data and Reporting Community Partner	Months 6-60

TASK 5. Direct Outreach Community Partner

Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A. Agency Resources	Resources for agency to coordinate and produce materials/activities (i.e. office supplies, travel/mileage, printing costs, etc.)	Coordination with Lead Agency, other Community Engagement Agencies, and Project Partners	Direct Outreach Community Partner	Months 6-60
B. Print materials for distribution, as needed	Flyers, postcards/mailers, and other materials will be printed, or printing will be coordinated by, the subcontractor	Materials printed at least four times per year, at about \$1,475 per order	Direct Outreach Community Partner	Months 6-60
C. Distribute Transform Fresno flyers	Develop and distribute flyers for events, programs, or project engagement in the three neighborhoods	At least 3,000 flyers distributed through posting or door-to-door outreach per year	Direct Outreach Community Partner	Months 6-60
D. Distribute Transform Fresno mailers	Develop and distribute mailers for events, programs, or project engagement in the three neighborhoods	Approximately 20,000 pieces mailed per mailing; Mailing coordinated at least 2 times per year	Direct Outreach Community Partner, with support from Prime and Lead Applicant	Months 6-60
E. Maintain a volunteer interest database	Consolidate interest forms from web, surveys, Partner engagement activities, and other events	Database of volunteer interest for Lead Agency and Project Partners	Direct Outreach Community Partner, with support from the Lead Applicant, and other Community Partners	Months 6-60
F. Maintain an online Community Engagement calendar	Consolidate information on all community engagement events and activities led by Lead Agency, Project Partners, and all Community Partners	Calendar of Community Engagement	Direct Outreach Community Partner, with support from Lead Applicant, Prime, other Community Partners, and Project Partners	Months 6-60
G. Administer surveys	Develop and administer preference and opinion surveys in Project Area	At least 50 surveys collected by each Community Partner per sub-grant (Task 5.A)	Direct Outreach Community Partner	Months 6-60
H. General Coordination of events	General coordination of Agency described Transfrom Fresno events	Completion of Tasks	Direct Outreach Community Partner	Months 6-60

TASK 6. Leadership Development Community Partner

Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A. Agency Resources	Resources for agency to coordinate and produce materials/activities (i.e. office supplies, travel/mileage, printing costs, etc.)	Coordination with Lead Agency, other Community Engagement Agencies, and Project Partners	Leadership Development Community Partner	Months 6-60
B. Coordinate Transform Fresno Youth Leadership Development Program	Work with stakeholders to identify strategic partnership for, develop goals for, and implement Youth Leadership Development Program	year to complete the Youth Leadership Development Program, building the capacity, knowledge and skills of the community's future civic leaders.	Direct Outreach Community Partner, with support from Lead Applicant, other Community Engagement Agencies, and Project Partners	Months 12-60
C. General Coordination of events	General coordination of Agency described Transfrom Fresno events	Completion of Tasks	Leadership Development Community Partner	Months 6-60

TASK 7. Media and Communications Community Partner				
Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A. Agency Resources	Resources for agency to coordinate and produce materials/activities (i.e. office supplies, travel/mileage, printing costs, etc.)	Coordination with Lead Agency, other Community Engagement Agencies, and Project Partners	Media and Communications Community Partner	Months 6-60
B. Update branding	Design a logo and develop style guide and/or templates with colors, fonts, and other visual elements	1 Logo Designed and 1 Branding Style Guide Developed	Media and Communications Community Partner	Months 6-12
C. Update website	Redesign website, with branding updates, and update content	Website Redesign; and approximately 1 update per year	Media and Communications Community Partner	Months 6-60
D. Share informational videos	Develop videos of each project and Transform Fresno to share on web and social media	30 total videos (30sec each) for Web and Social Media: 1 per project (22) and 8 general	Media and Communications Community Partner	Months 6-18
E. Share media of Transform Fresno and project progress	Document, through film or other media, the progress of Transform Fresno and projects to share through various mediums	At least 4 documentation sessions per year	Media and Communications Community Partner, with support from the Lead Partner and Project Partners	Months 6-60
F. Coordinate radio updates	Develop PSAs and other updates to share through radio	At least 2 PSAs or other radio broadcasts per year	Media and Communications Community Partner	Months 6-60
G. Coordinate with Partners for consistency with Transform Fresno project-wide style guide	Media and Communications Partner will present the style guide and logo to Project Partners, Lead Agency, and other Stakeholders	One (1) presentation to partners and Lead Agency on final products; Presentations on updates to the style guide as needed	Media and Communications Community Partner	Months 6-60
C. General Coordination of events	General coordination of Agency described Transform Fresno events	Completion of Tasks	Media and Communications Community Partner	Months 6-60

TASK 8. Event Coordination Community Partner				
Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A. Agency Resources	Resources for agency to coordinate and produce materials/activities (i.e. office supplies, travel/mileage, printing costs, etc.)	Coordination with Lead Agency, other Community Engagement Agencies, and Project Partners	Event Coordination Community Partner	Months 6-60
B. Coordinate approximately 4 project milestone events per year	May include ground breaking, ribbon cutting, project activation (e.g. bike rodeo) or other project-specific milestone events	Approximately 18 project milestone events over 4.5 years	Event Coordination Community Partner, with support from Lead Applicant, other Community Partners, and Project Partners	Months 6-60
C. Coordinate 1-2 cultural- or arts-specific Transform Fresno Community Events per year	May include events connected to local community celebrations, such as Juneteenth, Chinese New Year, Cinco De Mayo or other similar events	Approximately 8 cultural- or arts-specific events over 4.5 years	Event Coordination Community Partner, with support from Lead Applicant, other Community Partners, and Project Partners	Months 6-60
D. General Coordination of events	General coordination of Agency described Transform Fresno events	Completion of Tasks	Event Coordination Community Partner	Months 6-60

TASK 9. City of Fresno related Community Engagement				
Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline
A. Agency Resources	Resources for agency to coordinate and produce materials/activities (i.e. office supplies, travel/mileage, printing costs, etc.)	Coordination with Lead Agency, other Community Engagement Agencies, and Project Partners	City of Fresno	Months 6-60

Attachment B – Budget

Attachment C - CEP Draft Framework

A six-page draft framework for the CEP was shared with Transform Fresno Stakeholders for review and feedback. It was available on the Transform Fresno website and presented through participatory engagement activities.

TRANSFORM FRESNO

Community Engagement Plan Framework

5/24/19

Background

The City of Fresno engaged with residents, business owners, and property owners in Downtown, Chinatown, and Southwest Fresno to shape the proposal for the Transformative Climate Communities (TCC) grant from the California Strategic Growth Council (SGC). This included multiple community meetings, formation of a Community Collaborative, and ultimately development of the final proposal. After a review of the final proposal, the SGC awarded the City of Fresno \$66.5 million to implement the project. The final approved Transform Fresno project involves partner organizations that will implement a suite of projects that reduce green house gas emissions including affordable housing, energy efficiency upgrades, solar panel installation, tree planting, bike lanes and trails, urban gardening and farming, parks, and clean transportation.

To administer and guide the process, the City has created a dedicated staff position and formed the Outreach and Oversight Committee.

This Community Engagement Plan (CEP) builds on the significant citizen and community participation that occurred during the project application process and the ongoing work of City of Fresno staff the Outreach and Oversight Committee. Further, the Strategic Growth Council, as part of the Transformative Climate Communities grant, requires preparation of an engagement plan to ensure that residents, business owners, and property owners are helping to guide the future of their community. The CEP establishes a framework to maintain consistent contact with the community, provide opportunities for community members to guide project implementation (such as contributing to decisions on the design of projects), and participate in project implementation.

Community Engagement Plan Goal

To enable residents, business owners, and property owners in Chinatown, Downtown, and Southwest Fresno to be knowledgeable of and actively engaged in the Transform Fresno efforts.

Engagement Objectives

The primary community engagement objectives are as follows:

- Provide clear and consistent communication to residents, businesses and other stakeholders throughout the implementation of TCC project implementation.
- Enable active participation in project implementation.
- Ensure ownership over the process and its outcomes

- Develop local leadership and civic capacity
- Foster the next generation of community leaders
- Create opportunities to provide input on design and implementation decisions
- Document the implementation process
- Celebrate accomplishments

Stakeholders

For the community engagement to be successful, it should include the full spectrum of stakeholders, so that all stakeholders feel that their issues are addressed and ideas are heard. The following are the stakeholders to include in the community engagement process.

- Residents
- Business owners
- Property owners
- Outreach and Oversight Committee
- City of Fresno Staff
- Project Partners
- Organizations focused on Chinatown, Downtown, or Southwest Fresno
- Citywide organizations (Chamber, Building Healthy Communities, Leadership Council for Justice and Accountability)

Engagement Methods

To meet the goals of the TCC CEP, there will be a variety of engagement methods. These methods are divided into three broad categories, as described below:

1. **Information Sharing and Communication.** These are the methods to inform the community about the TCC and ways to actively participate in the process.
2. **Participation.** These methods allow residents and stakeholders to actively participate in the process and take ownership of the projects.
3. **Documentation.** This category will document the success of the TCC through a variety of methods.

Information Sharing and Communication

- *Newsletters*
Newsletters should include a combination of overall TCC project updates, highlights of individual project activity, and profiles of people that are contributing to the TCC effort including City staff, members of the TCC partner organizations, members of other community organizations active in the area, local business owners, and participants in the various projects.

- *Website*
The website should serve as the central location for all TCC material that is relevant to the community including the final grant agreement, any amendments, summary notes from workshops, photos from events, information on upcoming events and volunteer opportunities.
- *Text messages*
This method can be used to provide reminders about important upcoming events such as the quarterly partner meetings with the Outreach and Oversight Committee and the Annual Transform Fresno Summit.
- *Email Communications and Database*
The stakeholder engagement should utilize the email and cell phone database that was established during the grant application process to reach out to the community. This database should be added to on an on-going basis. Email blasts should be used for brief project updates, distribution of an electronic version of the newsletter, and to send reminders about Quarterly meetings, project groundbreaking or ribbon cuttings, the annual Summit, and project-specific outreach or recruitment opportunities.
- *Door-to-Door Canvassing*
Given the large number of elderly residents and that not all residents have access to digital information sharing platforms, direct engagement through door-to-door outreach should be used at strategic times in the process. This including when projects are being initiated and input is being requested in design or other features, at the start or completion of projects in specific neighborhoods, prior to the Annual Summit, and when significant issues are being addressed by the Outreach and Oversight Committee.
- *Social Media*
Social media accounts on Facebook, Twitter, and Instagram should be created to share information and updates on project implementation.
- *Flyers and Meeting Notices*
Flyers should be mailed and posted when necessary to inform stakeholders of significant events such as the Annual Summit, key decisions being considered by the Outreach and Oversight Committee, and if TCC items are being discussed by the City Council.

Participation

- *Quarterly Outreach and Oversight Committee meetings*
The O&O Committee meetings provide a regular opportunity to discuss community issues and identify what types engagement is needed. Additionally, project partner will be in attendance at these meetings to provide an in-person means for the community to learn about project updates and for the partners to coordinate their respective outreach and recruitment efforts.
- *Ambassador Program*

Identify community leaders to assist with communications and engagement. Could be individuals or organizations working in the community. Stipends could be given.

- *Annual Transform Fresno Summit*
The Annual Summit is an opportunity to share and celebrate progress, include the broader Fresno Community, include City, County, and State officials that play a role in Transform Fresno implementation. It envisions as a combination of project presentations, break-out sessions on important and emerging topics, panel discussions, activities for adults and children, and recruitment for project volunteers and development of future leaders.
- *Project specific charrettes or workshops*
The workshops or charrettes are a way for community members to contribute to the design of the new parks and street improvements. These should occur early in the design process so that the design teams are aware of unique community needs or ways for the projects to reflect community history, stories, or values.
- *Transform Fresno Leadership Development Program*
A Transform Fresno Leadership Development Program would cultivate approximately 25 new community leaders per year to support the community engagement efforts. This group of participants will receive both education and training on community organizing, facilitation, public speaking, and local government procedures. The Leadership Fellowship participants will assist with the “high-touch” direct project information and engagement at the community level through attendance at local events, door-to-door outreach, and assistance in the Community Stories program.
- *Neighborhood Project Update Meetings*
Meetings located within specific neighborhoods within the TCC project areas to provide updates on the various TCC projects. This would include meetings with individual community groups such as churches or schools PTAs, or other neighborhood-based organizations.
- *Preference and Opinion Surveys*
Surveys will be conducted, both online and on paper, to identify existing and emerging needs in the community. Topics may include the level of awareness of the TCC projects, opinions on how well the TCC projects are serving the community, ideas for improvement, and options for project expansion or replication in other neighborhoods.
- *Active participation as owner, trainee, or volunteer*
Several of the projects include direct participation in terms of sweat equity or training, others offer volunteer opportunities. These include both participation as a trainee and volunteer for Grid Alternatives, contribution of sweat equity as a future homeowner or supporting family member with Self-Help Enterprises, volunteering at the Yosemite Urban Farm, tree planting on several of the urban greening projects, etc.

Documentation

- *Documentary Videos of events and project implementation (Video History)*
The videos can be both short 30- 90-second capture of projects being implemented, interviews with participants, or summaries of community workshops or other events. A longer 5-10 minutes video should also be prepared that captures the entire 5-year Transform Fresno process.
- *Community narrative documentation*
Story telling is a powerful way to strengthen community identity, highlight local culture, and provide a method for acknowledging and healing past trauma. A “Story Core” booth could be provided at each of the annual Summits with high quality recording equipment and experienced facilitators to assist Transform Fresno participants to share their experiences with history of the area and their visions for the future. A live Community Stories event could also be organized to allow sharing with the broader community.
- *Participation Dashboard*
An online Community Engagement Dashboard should be created to track participation progress over the life of the TCC. Metrics to be included in the Dashboard are:
 - Number of people at each event
 - Total number of people engagement with over the life of the project
 - Geographic distribution of the participants
 - Ethnic distribution of the participants
 - Number of events or meetings that individuals participate in
- *Annual and Final Engagement Summary Report*
An annual report should be prepared and posted on the Transform Fresno web site that provides a narrative summary of the engagement activities that took course over the year, major outcomes, and a description of the metrics included in the Participation Dashboard. A final report should be completed as part of the project close out.

Governance Structure and Leadership Development

The key to maintaining consistent community engagement is the establishment and administration of forums for the community to be actively involved in decision-making and management of the Transform Fresno effort. While the City can play a significant administrative and management role, the community needs to have formal method for interacting with the City in the implementation of the grant. The approach taken for the grant development and approval, that included multiple community members and ultimately 164 participants that were eligible to vote on the final proposal, is an example of the value that come from creating formal structures to engagement and empower the community in the decision making process. As Transform Fresno progresses through the 5-year grant period, having a formal body in place will be essential. This formal body (currently the Outreach and Oversight Committee) will need to work with the City, the project partners, and the many local organizations that are active in the Transform Fresno project area.

City of Fresno

The City Fresno City Manager's Office will conduct Grant management and coordination with the SGC. Project implementation will include the Development and Resource Management Department and the Public Works Department.

Implementation Partners

All of the Transform Fresno project partners should coordinate efforts through targeted meetings and through the Quarterly project update meeting.

Outreach and Oversight Committee

The main governance body is the O&O Committee. This committee will need to evolve over time as members cycle in and out. There is a need to evaluate the current structure, which was established during the grant agreement finalization stage, to determine how new members could join the committee while maintaining the degree of community knowledge and commitment that is required.

Ambassadors/Leaders

Community ambassadors will be a direct conduit to the community and should have opportunities to present their experiences of community perceptions of the Transform Fresno project from the community perspective.

Participants

There are multiple opportunities for residents to participate in the Transform Fresno project, whether directly through programs offered by Grid Alternatives or Self-Help Housing, or by volunteering for various tree planting, urban farming, solar panel installation, or other projects. The participants should be provided with opportunities to share their experiences with the project implementation partners and with the larger Transform Fresno community.

Measuring Effectiveness

Establishing metrics for both outputs and outcomes is an essential part of a complete plan. The following items should be tracked on an on-going basis and reported on a semi-annual basis at a minimum:

- Number of community members participating in community events and activities (by geography, race/ethnicity/language, and number of times involved)
- Number of people engaged in online activities and social media (website, on-line surveys, Facebook, twitter, etc.)
- Number of materials distributed to stakeholders
- Number of engagement activities held
- Number of volunteers who participated in project implementation
- Number of community members in the Transform Fresno database
- Number of attendees at community events

Attachment D - Pop-Up Public Workshop Materials and Photos

What is Transform Fresno? ¿Qué es Transformar Fresno?

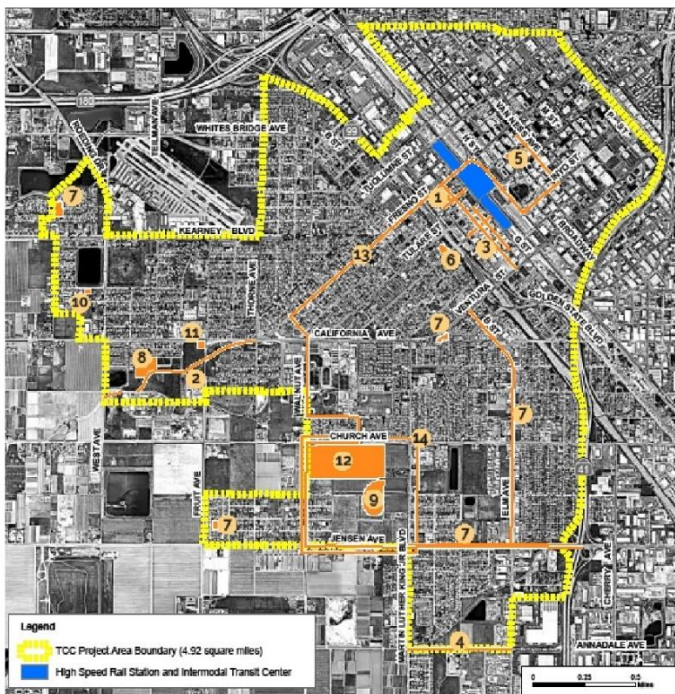
Transform Fresno is a five-year collaborative effort to revitalize Downtown, Chinatown, and Southwest Fresno. The goal is to improve public health and the environment, expand economic opportunities, and reduce greenhouse gas emissions. Twelve organizations are working with the City of Fresno to complete 22 projects, through a \$66.5 million grant from the State of California Transformative Climate Communities program (TCC). The projects funded by the grant were identified through a community process that included people that live, work, or own property in the project area. Twenty of these projects are listed below.

Continuing to inform and involve the community is an important part of Transform Fresno. Over the next five years, there will be multiple opportunities to stay involved. We need your help to understand the best ways to keep you aware of what is happening.

Transformar Fresno es un esfuerzo de colaboración de cinco años para revitalizar Downtown, Chinatown y Southwest Fresno. El objetivo es mejorar la salud pública y el medio ambiente, ampliar las oportunidades económicas, y reducir las emisiones de gases de efecto invernadero. Doce organizaciones están trabajando con la Ciudad de Fresno para completar 22 proyectos, a través de una subvención de \$ 66.5 millones del programa de Clima Transformativo de Comunidades del Estado de California (TCC). Los proyectos financiados por la subvención fueron identificados a través de un proceso comunitario que incluía personas que viven, trabajan o son propietarias de propiedades en el área del proyecto. Veinte de estos proyectos se enumeran a continuación.

Continuar informando e involucrando a la comunidad es una parte importante de Transformar Fresno. Sobre los próximos cinco años, habrá múltiples oportunidades para mantenerse involucrado. Necesitamos su ayuda para entender las mejores maneras de mantenerse al tanto de lo que está sucediendo.

Funded Projects *Proyectos financiados*



1. Chinatown Housing Project (57 units)
2. Southwest Fresno Trail
3. Chinatown Urban Greening
4. Annadale Mode Shift (sidewalks, bikelanes)
5. Mariposa Plaza (trees, paving, rainwater capture)
6. ERP Green Toddler Park
7. Southwest Urban Forest Expansion
8. Yosemite Village Permaculture Community Garden and Urban Farm
9. Park at MLK Magnet Core
10. Inside Out Community Garden
11. Southwest Fresno Community Food Hub
12. Fresno City College: West Fresno Satellite Campus (bike and ped paths)
13. TCC Connector (improved bus service)
14. Southwest Offsite Improvements (trails, sidewalks, bikelanes)

NOT MAPPED

15. EOC Partnership for Energy Savings & GHG Reductions in SW Fresno
16. GRID Solar Collaborative Single-Family Partnership
17. GRID Solar Collaborative Multi-Family Partnership
18. Clean Shared Mobility Network
19. Chinatown Property Based Improvement District
20. EOC Partnership for Energy Savings & GHG Reductions in SW Fresno

What are the engagement objectives? ¿Cuáles son los objetivos de participación?

1. Provide clear and consistent communication to residents, businesses, and other stakeholders throughout the implementation of TCC projects. *Proveer comunicación clara y coherente a los residentes, empresas, y otros partes interesados durante la implementación del proyecto TCC.*
2. Enable active participation in project implementation. *Habilitar la participación activa en la implementación del proyecto.*
3. Ensure ownership over the process and its outcomes. *Asegurar la propiedad sobre el proceso y sus resultados*
4. Develop local leadership and civic capacity. *Desarrollar el liderazgo local y la capacidad cívica.*
5. Foster the next generation of community leaders. *Fomentar la próxima generación de líderes comunitarios.*
6. Create opportunities to provide input on design and implementation decisions. *Crear oportunidades para aportar información sobre decisiones de diseño e implementación.*
7. Document the implementation process. *Documentar el proceso de implementación.*
8. Celebrate accomplishments. *Celebrar logros.*

What else should we add? ¿Qué más debemos agregar?



What are the best ways to learn about TCC? ¿Cuáles son las mejores maneras de aprender sobre TCC?


Vote for the top 3 ways below with your dots. Vota por los 3 primeros maneras abajo con tus pun-

Newsletters (printed) <i>Boletines (impresos)</i>	
Website <i>Sitio web</i>	
Text messages <i>Mensajes de texto</i>	
Email communications <i>Comunicaciones por correo electrónico</i>	
Door-to-door canvassing <i>Encuesta puerta a puerta</i>	
Social media <i>Medios de comunicación social</i>	
Flyers and meeting notices <i>Volantes y avisos de reuniones</i>	
Other (please list) <i>Otro (por favor listar)</i>	

How likely would you be to participate in the following activities? ¿Qué tan probable es que participes en las siguientes actividades?

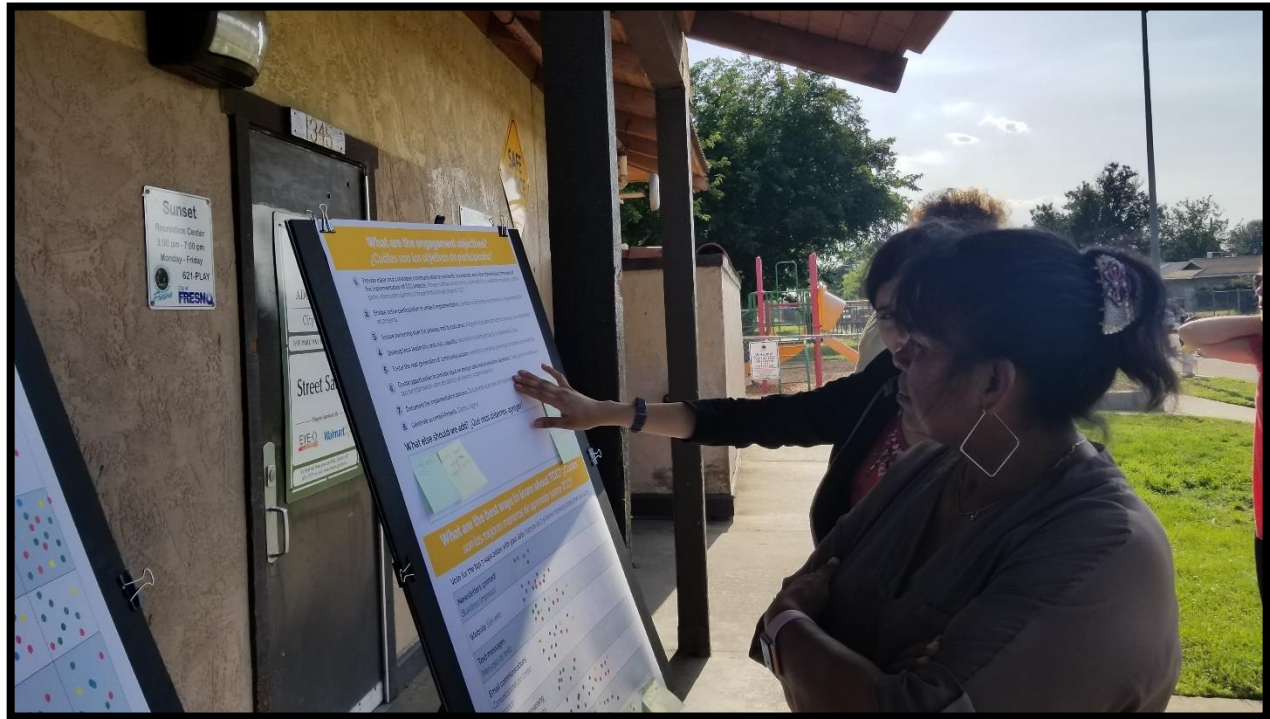
	Very Unlikely <i>Muy improbable</i>	Not Likely <i>No es probable</i>	Neutral/ Don't Know <i>Neutral / No sé</i>	Likely <i>Probable</i>	Very Likely <i>Muy probable</i>
Attend quarterly Outreach/Oversight Committee meetings to learn about future engagement opportunities <i>Asista a las reuniones trimestrales del Comité de Alcance/Supervisión para aprender sobre futuras oportunidades de participación</i>					
Join the Ambassador Program and help engage community members in the TCC program <i>Únase al programa Ambassador y ayude a involucrar a los miembros de la comunidad en el programa TCC</i>					
Attend annual Transform Fresno summit to celebrate project achievements <i>Asiste a la cumbre anual Transformar Fresno para celebrar los logros del proyecto</i>					
Attend public workshops to guide the implementation of specific projects <i>Asistir a talleres públicos para orientar la implementación de proyectos específicos.</i>					
Participate in the Transform Fresno Leadership Development Program, a program to train the next generation of community leaders <i>Particpe en el Programa de Desarrollo de Liderazgo Transformar Fresno, un programa para capacitar a la próxima generación de líderes comunitarios</i>					
Attend neighborhood project update meetings to learn about the progress of a project <i>Asista a las reuniones de actualización del proyecto del vecindario para conocer el progreso de un proyecto</i>					
Take preference and opinion surveys <i>Realiza encuestas de preferencia y opinión.</i>					
Participate as a TCC volunteer to help implement a project (e.g. tree planting) <i>Participar como voluntario en TCC para ayudar a implementar un proyecto (por ejemplo, plantación de árboles)</i>					

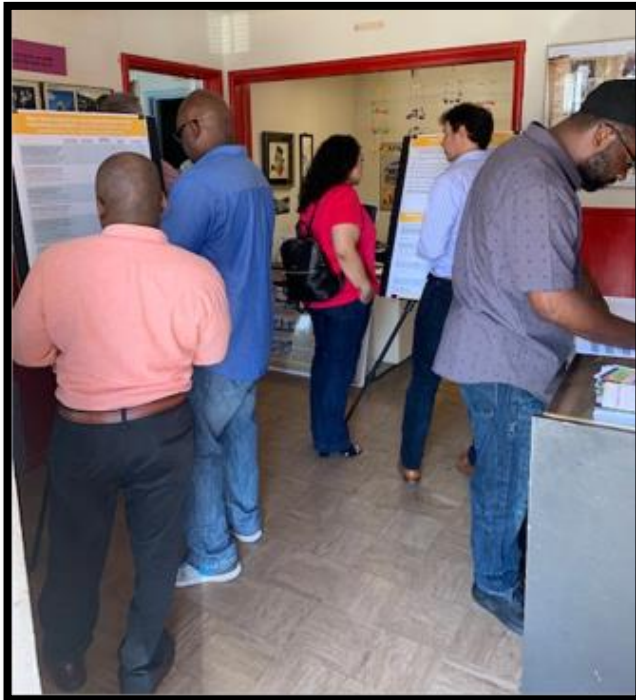
What other ideas do you have to engage residents in TCC implementation? ¿Qué otras ideas tiene para involucrar a los residentes en la implementación de TCC?





Pictures from Pop-Up Workshops





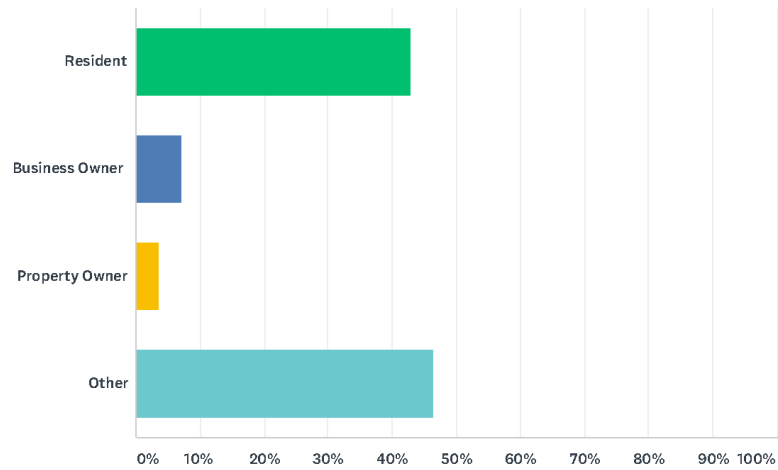
Attachment E - Survey Results Summary

Figures illustrating summary of survey responses; Excludes open-ended questions 8, 9, 10, and 12.

Community Engagement Plan Survey

Q1 The Transform Fresno area includes Downtown, Chinatown, and Southwest Fresno. Please let us know if you are a:

Answered: 28 Skipped: 0

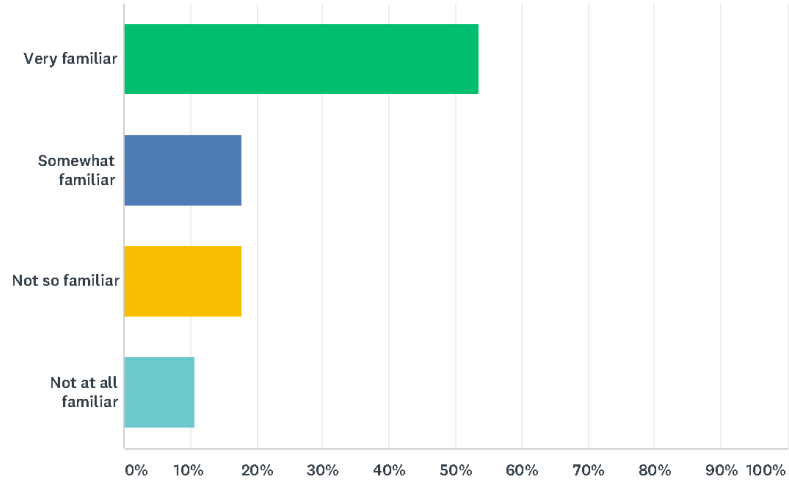


ANSWER CHOICES	RESPONSES	
Resident	42.86%	12
Business Owner	7.14%	2
Property Owner	3.57%	1
Other	46.43%	13
TOTAL		28

Community Engagement Plan Survey

Q2 How familiar are you with the Transform Fresno project?

Answered: 28 Skipped: 0

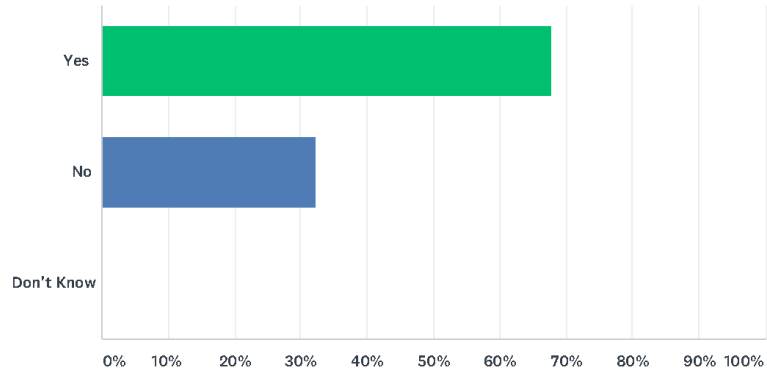


ANSWER CHOICES	RESPONSES	
Very familiar	53.57%	15
Somewhat familiar	17.86%	5
Not so familiar	17.86%	5
Not at all familiar	10.71%	3
TOTAL		28

Community Engagement Plan Survey

Q3 Did you participate in the process of creating Transform Fresno?

Answered: 28 Skipped: 0

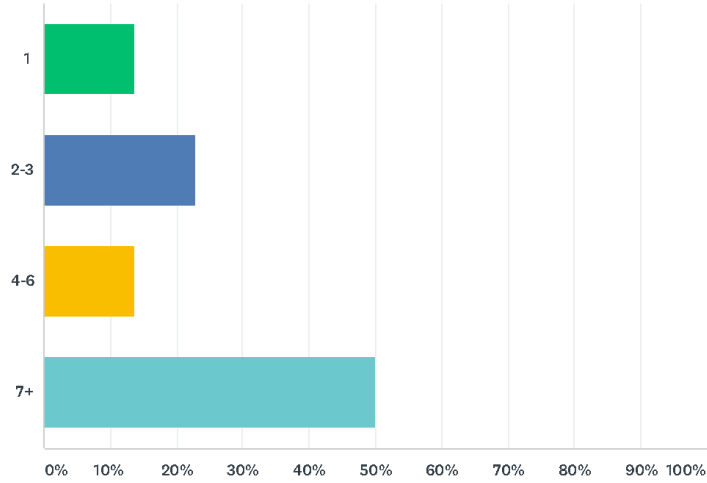


ANSWER CHOICES	RESPONSES	
Yes	67.86%	19
No	32.14%	9
Don't Know	0.00%	0
TOTAL		28

Community Engagement Plan Survey

Q4 If yes, how many events did you participate in?

Answered: 22 Skipped: 6

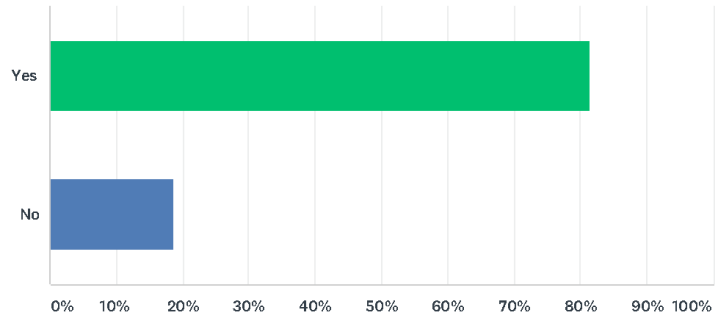


ANSWER CHOICES	RESPONSES	
1	13.64%	3
2-3	22.73%	5
4-6	13.64%	3
7+	50.00%	11
TOTAL		22

Community Engagement Plan Survey

Q5 Do you participate in any organizations that are active in the community?

Answered: 27 Skipped: 1

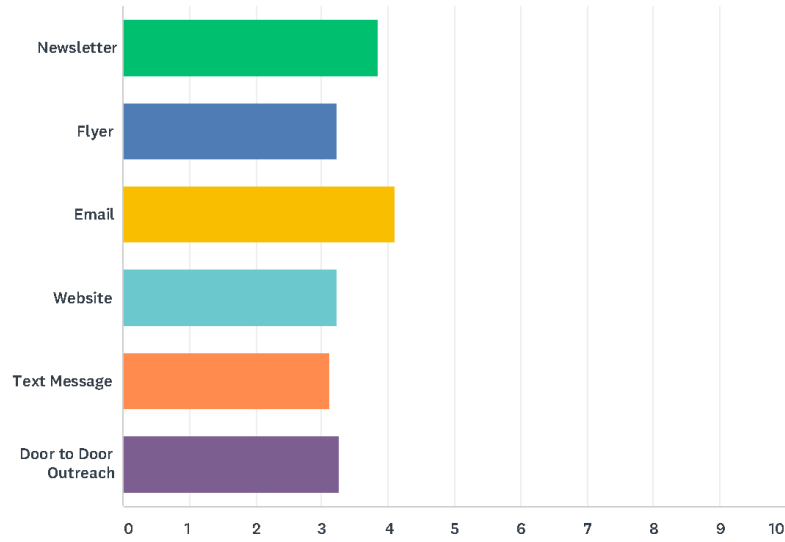


ANSWER CHOICES	RESPONSES	
Yes	81.48%	22
No	18.52%	5
TOTAL		27

Community Engagement Plan Survey

Q6 How important are the following on a scale of 1 to 6? Please rank in order of preference.

Answered: 28 Skipped: 0

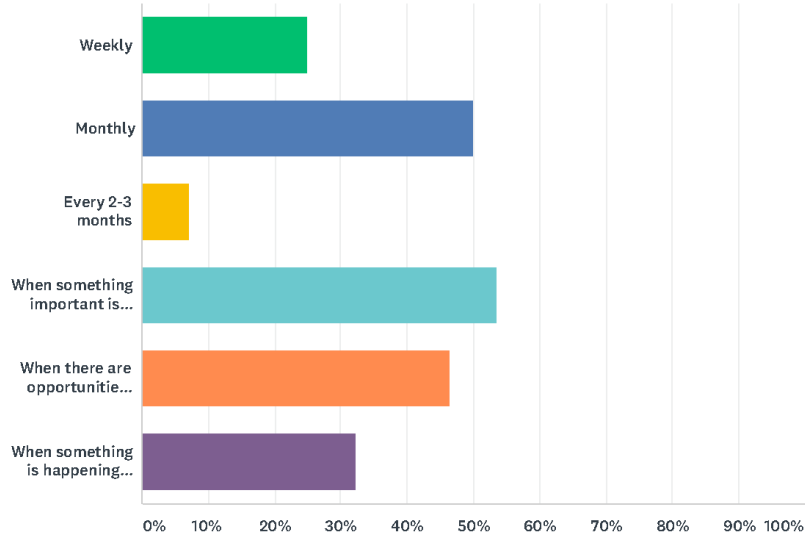


	1	2	3	4	5	6	TOTAL	SCORE
Newsletter	23.08% 6	19.23% 5	19.23% 5	7.69% 2	19.23% 5	11.54% 3	26	3.85
Flyer	0.00% 0	23.08% 6	19.23% 5	23.08% 6	26.92% 7	7.69% 2	26	3.23
Email	22.22% 6	25.93% 7	14.81% 4	22.22% 6	7.41% 2	7.41% 2	27	4.11
Website	11.54% 3	19.23% 5	11.54% 3	19.23% 5	15.38% 4	23.08% 6	26	3.23
Text Message	15.38% 4	7.69% 2	15.38% 4	19.23% 5	19.23% 5	23.08% 6	26	3.12
Door to Door Outreach	25.93% 7	3.70% 1	18.52% 5	7.41% 2	11.11% 3	33.33% 9	27	3.26

Community Engagement Plan Survey

Q7 How often would you like to receive information?

Answered: 28 Skipped: 0

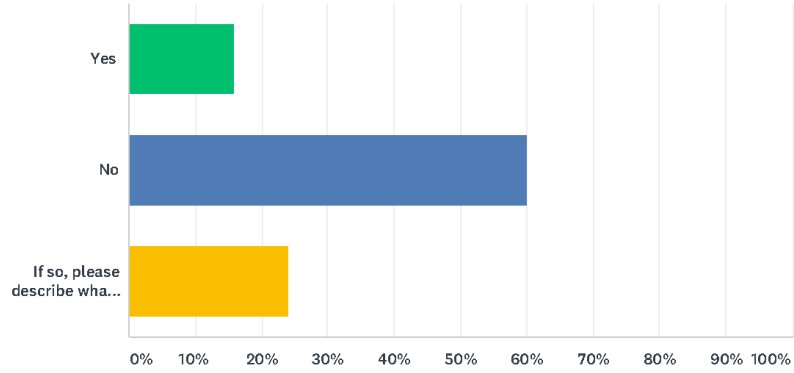


ANSWER CHOICES	RESPONSES	
Weekly	25.00%	7
Monthly	50.00%	14
Every 2-3 months	7.14%	2
When something important is happening	53.57%	15
When there are opportunities to participate	46.43%	13
When something is happening in my neighborhood	32.14%	9
Total Respondents: 28		

Community Engagement Plan Survey

Q11 Should additional objectives be added?

Answered: 25 Skipped: 3

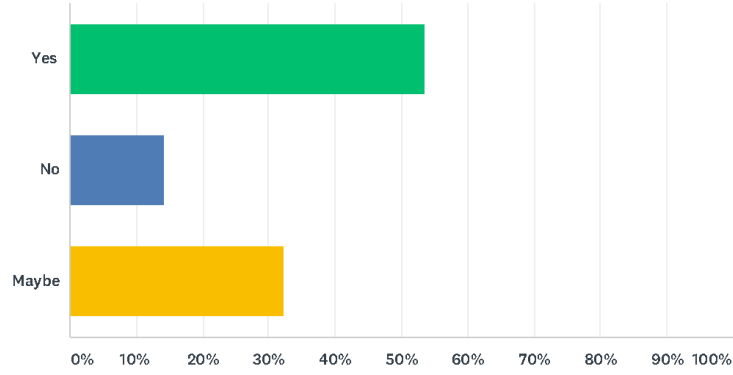


ANSWER CHOICES	RESPONSES	
Yes	16.00%	4
No	60.00%	15
If so, please describe what should be added.	24.00%	6
TOTAL		25

Community Engagement Plan Survey

Q13 Are you interested in opportunities to participate in Transform Fresno projects or leadership opportunities?

Answered: 28 Skipped: 0

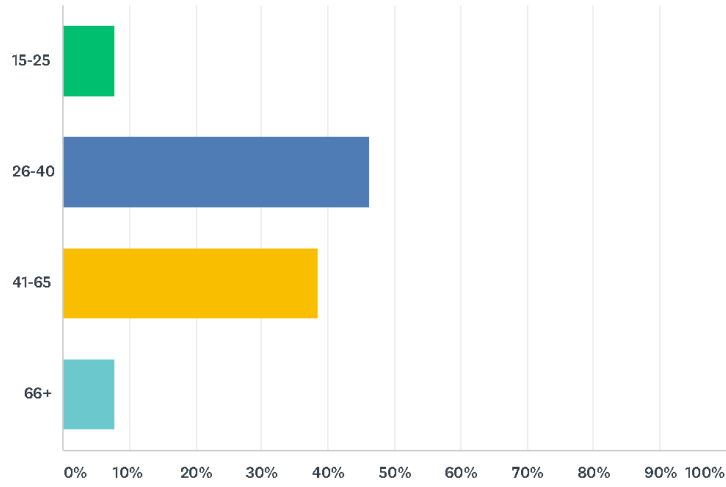


ANSWER CHOICES	RESPONSES	
Yes	53.57%	15
No	14.29%	4
Maybe	32.14%	9
TOTAL		28

Community Engagement Plan Survey

Q14 If you are comfortable doing so, please provide us with the following information that helps us make sure we are reaching out to the entire Transform Fresno community: What is your age group?

Answered: 26 Skipped: 2

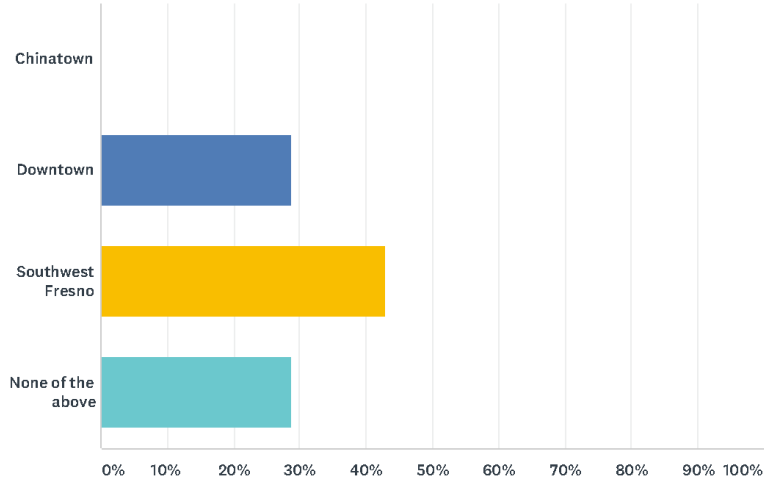


ANSWER CHOICES	RESPONSES	
15-25	7.69%	2
26-40	46.15%	12
41-65	38.46%	10
66+	7.69%	2
TOTAL		26

Community Engagement Plan Survey

Q15 Which neighborhood are you a part of?

Answered: 28 Skipped: 0

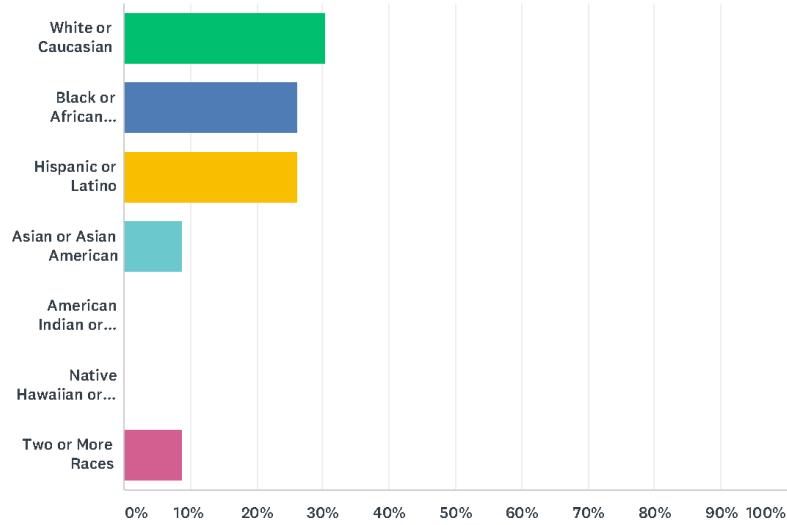


ANSWER CHOICES	RESPONSES	
Chinatown	0.00%	0
Downtown	28.57%	8
Southwest Fresno	42.86%	12
None of the above	28.57%	8
TOTAL		28

Community Engagement Plan Survey

Q16 What is your ethnicity?

Answered: 23 Skipped: 5

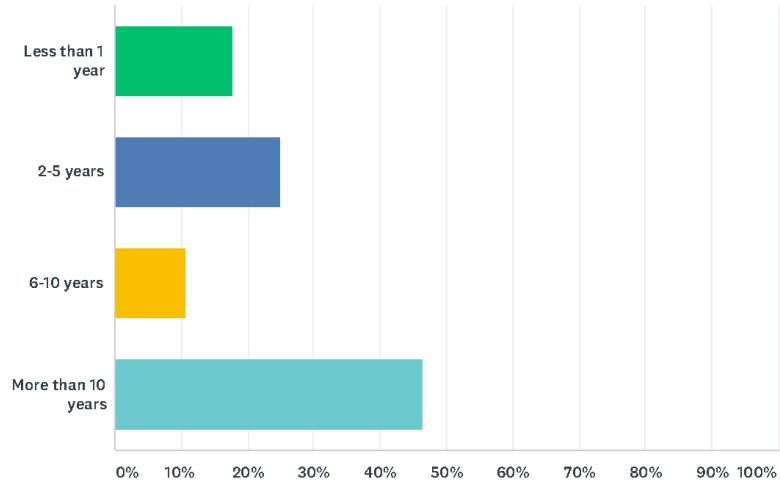


ANSWER CHOICES	RESPONSES
White or Caucasian	30.43% 7
Black or African American	26.09% 6
Hispanic or Latino	26.09% 6
Asian or Asian American	8.70% 2
American Indian or Alaska Native	0.00% 0
Native Hawaiian or other Pacific Islander	0.00% 0
Two or More Races	8.70% 2
TOTAL	23

Community Engagement Plan Survey

Q17 How long have you lived or worked in the Transform Fresno Project Area?

Answered: 28 Skipped: 0



ANSWER CHOICES	RESPONSES	
Less than 1 year	17.86%	5
2-5 years	25.00%	7
6-10 years	10.71%	3
More than 10 years	46.43%	13
TOTAL		28

Attachment F - Public Comments



June 23, 2019

Courtney Espinoza
2600 Fresno Street
Fresno, CA 93721

RE: Transform Fresno's Draft Displacement Avoidance Plan and Draft Community Engagement Plan

Dear Ms.Espinoza,

Thank you for the opportunity to comment on Transform Fresno's Draft Displacement Avoidance Plan (DAP) and the Draft Community Engagement Plan (CEP). We are a community-based organization working alongside low-income residents and disadvantaged neighborhoods in Fresno. We have been engaged in the Transform Fresno process to ensure authentic community participation and adherence to AB 2722 requirements and the 2017 Transformative Climate Communities (TCC) program guidelines. We offer these comments to further strengthen and expand upon the draft Displacement Avoidance Plan (DAP) and Community Engagement Plan (CEP). We welcome the opportunity to work with the City of Fresno and its consultants to ensure compliance with TCC program requirements and overall success of Transform Fresno.

Draft Displacement Avoidance Plan Comments

As written in the 2017 TCC Guidelines section under *Transformative Requirements* subsection 2. *Avoid the Displacement of Existing Households and Small Businesses*, it is unequivocal the lead applicant must adopt new policies or programs found within Tables 2 and 3. While the City of Fresno intends to fulfill requirements listed below, there is significant opportunity to further strengthen proposed policies and ensure compliance with task iii in identifying "additional policies and programs... [from] the policy categories included in Table 2... [and] Table 3".

The City of Fresno has a responsibility to adhere to TCC program requirements as laid out in the 2017 Final TCC guidelines adopted by the Strategic Growth Council. Community residents and advocates have repeatedly requested the City to develop, adopt, and implement strong policies and programs that will protect families and small businesses from physical and economic displacement. Documented evidence exists of displacement when significant investment is made in communities home to lower income, minority and immigrant populations without protective measures in place. As currently written, the Draft DAP does not meet the basic minimum



requirements put forth in the 2017 TCC guidelines and would not protect families and businesses in the Transform Fresno plan area.

Throughout several of Leadership Counsel's regularly held community meetings, and through participation in the DAP Workshop, community residents have been clear and explicit about which type of policies they want to see prioritized and adopted. Discussions centered around increasing rents, stagnant wages, lack of good quality jobs, retaliatory evictions, millions in tax incentives to multi-billion dollar companies and none for affordable housing, creating opportunities for home ownership, or protecting senior citizens from displacement. While City staff did capture most of those policies including a version of Rent Control or Stabilization, 'Just Cause' Evictions, and home ownership opportunities, the draft plan does not include Inclusionary Zoning Incentives despite having the third most points from the DAP Workshop. Additionally, the proposed policies in draft DAP were chosen based off of which category received the most points, rather than which specific policy or program received the most points. As a participant at the DAP Workshop on May 15th, we do not recall Staff making this distinction in how they would select the final policies. Our understanding and presumably the understanding of other participants was that the policy with the most points per category would be chosen. Instead, the City added the total points per category and then chose the highest scoring policy, thus potentially undermining community priorities.

Below, we provide comments to strengthen proposed policies and programs, and also suggest an additional policy as prioritized by community members.

Policy: Rent Control, Stabilization, Ordinances, and Rent Review Board

This draft policy puts forth the following tasks which are italicized followed by our comments below:

1. *Maintain the City of Fresno Mobilehome Park Rent Review and Stabilization Commission.*
 - a. Though we appreciate the City having Task 1 in place, it is our understanding that there currently are no Mobile Home Parks in the TCC Plan Area and thus, making Task 1 irrelevant as it does not apply here.
2. *Hire a consultant to develop qualitative and quantitative data to inform policies specific to the TCC Project Area.*
 - a. We are supportive of hiring an academic institution with demonstrated experience of working directly with impacted communities to develop protective measures and tools against displacement and gentrification. If implemented correctly and in partnership with community this task will allow the City to begin gathering baseline data before any potential significant displacement occurs. An academic partner



should be in place ready to work with community leaders within 3 months of DAP adoption.

3. *Gather quantitative data specific to rent levels and how fast they are changing comparative to rent levels and changes outside of the TCC Project Area.*
 - a. If methodology is developed in partnership with community residents and interested stakeholders, this task will allow the City of Fresno to develop and adopt a policy framework to guide adoption of key policies and programs necessary to meaningfully address the housing crisis in Fresno. We recommend this task be completed within the first three months of DAP adoption and in coordination with an academic institution as identified above.
4. *Conduct 1 informational workshop explaining the pros and cons of rent control.*
 - a. We recommend this task be eliminated as it does not in any way address concerns and feedback identified by community members at the May 15th DAP Workshop, nor what organizations like Leadership Counsel hears on a consistent basis.

Instead, we urge the City, as the lead applicant, to meaningfully respond to community by adding the following task:

Implement a community driven process to develop a rent control or rent stabilization policy for further consideration and adoption by the Fresno City Council.

This task would be consistent with community concerns, comments, and priorities voiced throughout the Transform Fresno process. Doing so will also help the City comply with task iii in establishing a new policy or program to avoid displacement.

Policy: First time homeowner incentive and protection

This draft policy puts forth the following tasks which are italicized followed by our comments below:

1. *Research and compile which homeowner incentive programs are available to the public.*
 - a. Though it is useful to have research and a compilation of data sources, without any clear outcome or goals, there is no clear connection as to how this will assist tenants at risk of displacement. Additional language should be added about how the City of Fresno will make this data easily available to the public outside of a web page and physical copies in a library. Locations should include, but not limited to community centers, social services departments, Fresno Housing Authority, informational boards at laundromats, with organizations working with tenants. This



information should be presented in a variety of languages including, but not limited to Spanish, Hmong, Punjabi, Lao, and Thai.

2. *Provide an annual educational workshop to potential first time home buyers based on available incentive programs.*
 - a. Providing one annual educational workshop for first time home buyers in a city with a population of half a million individuals and a homeownership rate of 47%¹ is insufficient. City Staff should either lead or work with non-profit organizations, financing institutions, or other agencies working in this subject area to host 3-4 workshops a year. These workshops must be in easily accessible locations where community members already congregate, at an accessible time, with qualified translators. The City should go beyond its status quo outreach methods. This can include, but not limited to working with organizations with ties to communities, media outlets like Radio Bilingue or Arriba Valle Central, working with community leaders, working with the Fresno Housing Authority (FHA), and/or working with banks who provide low-interest home loans for first-time homebuyers.

Furthermore, we recommend the addition of another task to this section regarding the financing of a down payment assistance program for first-time or low-income homebuyers program. For instance, Program 8 in the City's Housing Element requires the City of Fresno to "continue to pursue funds" from the Housing and Community Development Department's (HCD) first-time homebuyer program to assist households. This program has been previously made available to Fresno City residents, but this contract ended in 2017 with HCD. However, a NOFA was issued and awards announced in 2018 for the CalHome Program, which the City of Fresno did not seem reapply. The City should actively pursue a variety of financing options for down payment assistance for low-income homebuyers. Several cities within and beyond California have successful programs the City should look into. Additionally, the City should provide counseling sessions to assist families in navigating the homeownership process. We encourage the City to seek partnerships in implementing these sessions with organizations or agencies who have expertise in this area.

Policy: 'Just Cause' Eviction Policies

'Just Cause' Eviction has been voiced as a priority by community since the beginning of this process. In fact, this was a priority identified in October 2017 City staff, led by Mr. Spees, held a meeting in City Hall about DAP requirements. . At the most recent May 15th workshop, this

¹ US Census Bureau. *Owner-occupied housing unit rate, 2013-2017.*
<https://www.census.gov/quickfacts/fact/table/fresnocitycalifornia/HSG445217#HSG445217>



priority once again rose to the top as someone in the room who brought it up was in the process of being evicted because she called code enforcement on her landlord. Unfortunately, this isn't an isolated incident and several people in the room have heard this story before and have asked City staff to address in more permanent, solution oriented ways.

We urge the City to work with community leaders through a thorough public process to develop a 'Just Cause' Eviction policy for consideration and approval by the Fresno City Council.

Policy: Development of No-Cost and Low-Cost business development and retention programs with established Local, State, and Federal partners such as the California Small Business Development Center Network, Women's Business Centers, Procurement Technical Assistance Centers and others

This draft policy puts forth the following tasks which are italicized followed by our comments below:

1. *Work with business development agencies to provide 10 one-on-one sessions with existing or potential entrepreneurs in the TCC Project Area*
 - a. Additional language should be added to this task to ensure access to these sessions by diverse, small minority owned businesses. Proper translation during these one-on-one sessions, including but not limited to materials, paperwork, and experts providing the sessions. Additionally, existing and potential entrepreneurs should be provided the opportunity to have follow up visits if needed. The City of Fresno should instead strive to assist at least ten entrepreneurs with these sessions and not place a cap so as to ensure that it is supporting as many interested individuals as possible. As these spots are very limited, these resources should be limited to low-income individuals from minority populations. Advertisement of these resources should be done extensively through various methods including, but not limited to local chambers of commerce, social services assisting unemployed and underemployed individuals, and nonprofit organizations.

Policy: Rental Subsidies for local, minority owned small businesses

This draft policy puts forth the following tasks which are italicized followed by our comments below:

1. *Hire a consultant to provide qualitative and quantitative data specific to business rental levels and the potential of business subsidies with the TCC Project Area.*
2. *Put together an informational workshop regarding the availability of business rental subsidies for local, minority owned small businesses within the TCC Project Area.*



- a. As written, this policy makes the assumption that the City of Fresno already has existing rental subsidies for small businesses and this information will be shared at this workshop. If that is not so, there should be another task added where staff explore the creation of a policy or program to assist local, minority owned small businesses as we recommended for the Rent Control and 'Just Cause' Eviction Policies. As for having a singular workshop, this is simply not enough to share this information with all of the small, minority owned local businesses. Staff should work with local chambers offices and other organizations or agencies working with businesses.

Policy: Incentives for Inclusionary Zoning

Instead of replacing one policy or program with another, we recommend the City go beyond the minimum requirements of three residential policies or programs and also include a policy for Incentives for Inclusionary Zoning. This policy and its subsequent tasks would be similar to the 'Just Cause' Eviction Policies. City Staff would begin by gathering information and relevant data based off what other cities are doing, gather more information through group discussion with experts and stakeholders, develop policy language through an extensive public process, and ultimately present this before the City Council for a vote. Doing so would also ensure the City is responsive and meaningfully addressing community priorities.

Draft Community Engagement Plan Comments

AB 2722 and the 2017 TCC program guidelines are clear in their intent to ensure meaningful community participation in all phases of Transform Fresno process. While the City of Fresno has hired consultants to develop a draft CEP, we have yet to see an actual draft for public review and comment. To date, we have seen the PowerPoint presentation provided at the last TCC quarterly meetings which merely describes outreach events and feedback gathered through these events and an online survey. We offer these comments in an effort to inform the development of the CEP.

TCC Requirements:

As a preliminary matter the 2017 TCC Guidelines find that at a minimum, the CEP should include:

- i. *Description of key stakeholders and residents, including any existing neighborhood organizations or advisory councils serving the Project Area;*



- ii. *Description of recent history of resident engagement in neighborhood issues of the proposed Project Area, including involvement in any planning or community development activities administered by the local government or other administrative entities;*
- iii. ***Description and timeline of proposed community engagement activities (see Table 4 for list of recommended activities to ensure meaningful community engagement);***
- iv. *Application before they are finalized.*
- v. *The process to be used to identify the needs of residents and other stakeholders during the TCC Proposal development phase and, if applicable, the relationship of this process to any pending planning activities or public improvements for the Project Area within the time frame of implementation;*
- vi. ***How the public will be informed of implementation progress, including updates on project performance and other indicators being tracked, as well as implementation progress on the Displacement Avoidance and Community Engagement Plans; and***
- vii. *Justification for the community engagement activities as a budget line item.*

Public Process to Date:

The development of a CEP is a key cornerstone to robust community participation in ensuring the success of Transform Fresno. Outreach to inform its development was minimal and fell short of ensuring robust, authentic participation due to delayed and limited opportunities to gather public input. For example, notice for pop up workshops was sent out Friday evening before Memorial Day weekend with the first pop up workshop occurring that same week. This did not provide sufficient time for organizations and stakeholders to properly notice and conduct outreach to large segments of the community.

While we commend consultants for their efforts and hosting workshops in generally well trafficked areas, we note that participation was not representative of demographics in the plan area. We welcome the opportunity to work with consultants to draft the CEP to ensure robust community participation.

A more collaborative partnership with formal and informal organizations, churches, and community leaders would ensure more representative outcomes. We appreciate the consultants recognizing these limitations and finding that diverse methods of outreach are needed to ensure robust participation. We offer the following principles to guide development of the CEP and look forward to reviewing a near final version in the coming days.

Information Sharing and Communication



A variety of communication methods should be utilized to ensure robust participation including: newsletters, frequently visited web pages, text messaging, email list serves, door to door canvassing, social media, flyers and partnership with local organizations working in the project area.

The following recommendations should be considered and included in the final CEP:

- Language accessibility: all communications and material need to be translated and available in languages spoken by residents in the project area including Spanish, Hmong, Punjabi, Lao and Thai and others as requested by residents.
- Utilize radio, television and newspaper media outlets to reach large segments of project area residents:
 - Hmong TV
 - Radio Bilingue, Univision and other Latino stations in Fresno area
 - Community Alliance
 - Fresno Bee
 - Vida en el Valle
 - Fresno Punjabi Radio: KWRU 1300 AM radio
 - Fresno City College and CSU Fresno, Fresno Pacific University student newspapers
 - Local news stations of ABC, NBC, CBS, Fox
- City of Fresno press releases/conferences, in partnership with City Council, Council District 3 to inform the public of key decision making points and events occurring in close time frame to each other
- Fresno Unified School District communication system called “PeachJar” can be used to reach parents and families of students that attend the schools within the TCC area.
- Engage Fresno Unified and State Center Community College to reach students and parents in the TCC Area as one of the cornerstones of Transform Fresno is the construction of the West Fresno Community College satellite campus.
- Partner with local community based organizations working with community residents in the project area and hosting regular monthly meetings in schools and neighborhoods.

Robust Public Participation

To ensure successful participation in proposed summits, workshops, meetings and development programs, the aforementioned communication tools in combination with outreach tools below will improve participation.



- Development of community outreach calendar to allow for coordination across various important local efforts occurring in the project area such as TCC, AB 617 South Central Fresno air quality monitoring and community emission reduction plans, South Industrial Priority Area Specific Plan and meetings of the Anti-Displacement Task Force. Residents want to be involved and aware of changes that affect their community. The city has continued to schedule community workshops/meetings for many of these efforts, on the same evenings or at conflicting times. This is then perceived by the community as a strategic move to keep residents unaware of the City's plans.
- Workshops/community meetings should always be scheduled at the most convenient time (5:30pm-8pm) and accessible locations for community residents. All meeting locations must be easily accessible by public transit.
- Child care and dinner should always be provided to show appreciation of residents' valuable time and to improve turn out of community members with families.
- Meet and engage with community members in creative ways:
 - Set up information tables for surveys and outreach in the most frequented areas:
 - Laundromats,
 - C Street / Fresno Street. shopping center in Southwest Fresno in front of the only large grocery store- Food 4 Less.
 - Churches in the community on Sundays
 - Local community sporting events, farmers markets, cherry Auction swap meet
 - Back to school nights
 - Neighborhood block events
- Partner with volunteer youth canvassers/ Mayors' Youth Commission to do door to door outreach. In return, youth leaders receive civic engagement and leadership skills and a volunteer letter/recognition certificate which can help build resumes for employment and higher education admission.
- Partner with trusted local organizations to host community meetings, workshops and events.
- Ensure that each project lead has a documented plan in place to inform community leaders of all project phases.

We thank the City of Fresno for its efforts in developing a Draft Displacement Avoidance Plan and a Draft Community Engagement Plan. We look forward to working with the City of Fresno to ensure the success of the Transform Fresno project informed by community residents living in the



TCC Project Area. If any questions should arise, do not hesitate to contact us at (559)369-2790 or gelenes@leadershipcounsel.org.

Sincerely,

Grecia Elenes

Senior Policy Advocate

Leadership Counsel for Justice and Accountability



August 5, 2019

Courtney Espinoza
2600 Fresno Street
Fresno, CA 93721

RE: Transform Fresno's Final Displacement Avoidance Plan and Final Community Engagement Plan

Dear Ms. Espinosa,

We appreciate this opportunity to comment on the Final Displacement Avoidance Plan (DAP) and the final Community Engagement Plan (CEP). Leadership Counsel for Justice and Accountability is a community-based organization working alongside low-income residents and disadvantaged neighborhoods in south Fresno. We have engaged in the Transform Fresno process to ensure authentic community participation and adherence to AB 2722 requirements and the 2017 Transformative Climate Communities (TCC) program guidelines. On June 23, 2019 we submitted a written letter providing comments in response to the Draft DAP and CEP, and recommendations to improve the policies and programs listed therein. In reviewing the Final DAP and CEP, several of our original concerns still remain with the DAP. As such, we are re-submitting our original letter along with additional comments below.

Final Displacement Avoidance Plan

It was our hope that the City of Fresno would have included suggestions that were made in the June 23, 2019 Comment Letter in response to the Draft Displacement Avoidance Pan, and also concerns elevated at the May 15th workshop. For instance, the Rent Control, Stabilization, Ordinances, and Rent Review Boards needs to have more proactive steps that could lead to an ordinance that will protect and benefit tenants. This policy should go past solely gathering data, holding informational workshops, and "discuss[ing] potential policies". During the May 15th workshop, residents voiced their concerns of rising rents, often in retaliation for calling the City's Code Enforcement. Frustrations heard during this workshop are similar to the experiences organizations like ours and partner organizations working with communities hear on a regular basis. Thus, in order to protect tenants we request a responsive draft Rent Control/Stabilization ordinance be developed through a comprehensive public process by January 2020. This draft ordinance shall then be put before the City Council for a vote no later than March 2020.



Similar to our concerns regarding Rent Control and Stabilization, the tasks defined under the 'Just Cause' Eviction are insufficient to have any meaningful impact on people's lives. Tenants are unjustly evicted often in response to Code Enforcement being called because of the unhealthy and unsafe conditions a rental unit is found. Just as the City is holding landlords accountable through the Rental Housing Inspection Act (RHIA), it must ensure tenants feel safe and protected when reporting unsafe conditions. Ensuring the success of RHIA and the ultimate goal of safe and affordable housing for all, will only function if there are tenants who feel protected to report these issues. As such, a similar comprehensive public process to those mentioned above should be put in place to develop a 'Just Cause' Eviction policy by January 2020, that shall then be put before the City Council to vote.

Additionally, the First Time Homeowner and Incentives program ignores the City's responsibility to seek and apply for state and federal funds to facilitate homeownership especially for low-income households. Program 8 in the City's Housing Element already requires the City to "continue to pursue funds". In previous comment letters in response to the Housing Element's Annual Action Plan and our initial letter to the draft DAP, we've recommended the City continue to apply for the CalHome Program, which it did until 2017. The CalHome Program is a state program meant to assist local jurisdictions to provide down payments for homebuyers. The City could also go further by creating a sustainable source of funding to assist households in their pursuit of homeownership. The City should evaluate what other jurisdictions have done in creating successful programs and develop similar programs here. Conducting such extensive research may take time, however, the City should aim to have accumulated this data by May 2020.

During the May 15th workshops an Inclusionary Zoning policy was voted as the third most valued policy or program to avoid displacement, however, this is not reflected in the final DAP. As recommended in our first letter, developing this policy would be similar to the development of the 'Just Cause' Eviction and Rent Control/Stabilization ordinances. The City of Fresno should work to go beyond the minimum threshold set by the TCC guidelines to protect the vulnerable populations in Southwest Fresno, Chinatown, and Downtown.

Lastly, the tasks identified to protect retail tenants will not meaningfully protect the low-income minority business owners in the area. These small mom and pop shops are the backbone to a community that typically remain in the community for generations. We encourage the City of Fresno to create a meaningful public process that reaches these small businesses and is responsive to their needs.



Final Community Engagement Plan

We appreciate the Final Community Engagement Plan developed for the City of Fresno. It includes outreach strategies that we had previously suggested and additional ideas to facilitate robust meaningful community engagement. As the Transform Fresno project enters into the implementation phase of the CEP, we provide the following comments to ensure implementation of the plan remains true to the intent set forth in TCC:

- *Participation:* The City of Fresno must hold each specific project accountable to their individual community outreach. While one of the outreach methods of participation states that projects hold charrettes and community workshops to obtain community input, this should be required of all projects. Also, all project leads should continue to give public updates at the Community Quarterly Meetings to answer directly any questions that community may have. Additionally, we strongly agree using a variety of groups to reach the diverse groups found in the TCC Project Area such as informal community groups, community based organizations, churches, Community Development Corporations, etc.
- *Information Sharing and Communication:* We agree with the CEP's findings that outreach strategies need to go beyond social media, use of websites, and emails. In order to engage hard to reach populations we cannot emphasize enough using other strategies such as door to door canvassing, mailers, partnering with community based organizations etc.

When Transform Fresno does use media communications including the website, the website should be user-friendly and the information displayed clearly for anyone of the public to be able to find the following:

- Dedicated links to each project that answers: the current status of construction; events of charrettes and community meetings, programs to be involved and volunteer, etc .
 - A link to the documentation of the Transform Process and its timeline.
- *Documentation:* Documentation should be actively ongoing to include community concerns as the process of TCC unfolds and the City and project leads' responses and solutions to the community's needs and concerns. This should include a Q & A section that is updated as important questions arise.



We thank the City of Fresno for its efforts in developing a Displacement Avoidance Plan and a Community Engagement Plan. We look forward to working with the City of Fresno to ensure the success of the Transform Fresno project informed by community residents living in the TCC Project Area. If any questions should arise, do not hesitate to contact us at (559)369-2790 or gelenes@leadershipcounsel.org.

Sincerely,

Grecia Elenes

Leadership Counsel for Justice and Accountability

Attachment G - SGC Guidance Questions

Transformative Climate Communities Program – Implementation Grant
Community Engagement Plan Questions (*adapted from the Round 1 application questions*)

Community Engagement Plan components

1. Community Engagement Plan Questions (Word)
2. Community Engagement Workbook (Excel)
 - Budget
 - Work Plan

Community Engagement Plan Questions

Instructions: Answer the questions below describing the Community Engagement Plan for the Project Area. The description should identify the activities that will be undertaken by the Grantee and Partners to engage residents of the Project Area during project implementation.

- 1) In 2-3 paragraphs, summarize the overall community engagement plan that will be undertaken as part of the TCC Project Implementation.
- 2) Provide a history of community engagement in the last five years in the Project area around issues related to climate impacts. Identify stakeholders, organizations, and community members that have been involved.
- 3) Provide a detailed description and timeline of how residents and key stakeholders were involved during the development and selection of Projects included in the Proposal.
 - a. Describe the Lead Entity's process to actively engage community stakeholders in proposal development meetings. Include a description of the overall community outreach strategy and selected activities.
 - b. Discuss how residents and stakeholders were engaged in the decision-making process used to finalize the Vision Statement and selection of Strategies and Projects. Explain how this process addressed the needs and concerns of residents and stakeholders in the Project Area.
 - c. Discuss potential barriers to community participation faced by the Project Area's residents and key stakeholders, and the steps that were taken to remove barriers and facilitate community participation in TCC Proposal Development.
 - d. Discuss how at least three (3) of the following activities were used to inform community stakeholders and solicit input: (check multiple boxes, plus narrative box)

<input type="checkbox"/> Public workshops/meetings	<input type="checkbox"/> Distributed flyers or other printed materials
<input type="checkbox"/> Door-to-door canvassing	<input type="checkbox"/> Outreach to existing community groups
<input type="checkbox"/> House meetings	<input type="checkbox"/> Surveys
<input type="checkbox"/> Established website and/or social media	<input type="checkbox"/> Focus group
 - e. Discuss how at least two (2) of the following activities were used to actively engage community stakeholders in proposal development: (check multiple boxes, plus narrative box)

<input type="checkbox"/> Design charrettes	<input type="checkbox"/> Participatory budgeting
<input type="checkbox"/> Community-based participatory research	<input type="checkbox"/> Convened advisory body or shared decision-making body

Transformative Climate Communities Program – Implementation Grant
Community Engagement Plan Questions (*adapted from the Round 1 application questions*)

- Established website and/or social media
 - Community benefits agreements
 - Additional activities to provide community stakeholders an opportunity to influence the TCC Proposal development
- f. Provide information on number of residents, key stakeholders, and small business owners that attended meetings; number of community meetings held; establishment of advisory body or steering committee; number of residents and key stakeholders involved in the Collaborative Stakeholder Structure; number of residents/key stakeholders; number of community-based organizations engaged in the process; number and description of community engagement strategies used to reduce barriers to participation; description of decision-making processes/bodies that include community representation; and number of residents, businesses, and non-profit/community leaders with a clear role in decision-making processes.
- 4) Provide a detailed description and timeline of how residents and key stakeholders will be involved during the implementation of the Projects and the broader TCC Plan.
- a. Describe the methods that will be used to actively engage residents and stakeholders during TCC Plan implementation. Include a description of the overall community outreach strategy, selected activities, and the role of the collaborative stakeholder structure and other key stakeholders and residents during implementation. Explain how this process will address the needs and concerns of residents and stakeholders in the Project Area.
 - b. Explain the plans to engage hard to reach population in the Project Area.
 - c. Explain how the engagement activities will be implemented across the Project Area and at the level of the individual project types. Explain at a high-level how the budget for community engagement was determined.
 - d. Discuss how the proposed activities will ensure resident and stakeholder engagement during TCC Plan implementation. Explain how the community engagement plan will ensure residents and stakeholders can engage in the decision-making process.
 - e. Discuss potential barriers to community participation faced by the Project Area's residents and key stakeholders, and the steps that will be taken to remove barriers and facilitate community participation in the TCC Plan implementation.
 - f. Discuss how at least four (4) of the following activities will be used to actively engage community residents and stakeholders during the implementation of the TCC Plan:
 - Public workshops/meetings
 - Door-to-door canvassing
 - House meetings
 - Established website and/or social media
 - Conduct surveys
 - Conduct focus groups
 - Sub-contract with community-based organizations to conduct outreach
 - Allocate staff positions focused on community engagement
 - Advisory body or shared decision-making body
 - Additional activities to provide community stakeholders an opportunity

Transformative Climate Communities Program – Implementation Grant
Community Engagement Plan Questions *(adapted from the Round 1 application questions)*

to influence the TCC Proposal
development

Maintain community engagement
throughout the TCC Implementation
Plan

- 5) Describe the process used to develop the Collaborative Stakeholder Structure. Include a description of:
 - a. How members were selected
 - b. Roles and responsibilities of members
 - c. Proposed governance structure
 - d. Proposed decision-making process

- 6) Describe how the general public will be informed of implementation progress, including updates on project performance and other indicators being tracked. Include a description of:
 - a. How the general public will be informed of implementation progress
 - b. How public complaints will be collected and addressed

Appendix B
Transformative Climate Communities Program Guidelines



Transformative Climate Communities Program

FINAL GUIDELINES

REVISED TO INCLUDE TECHNICAL AMENDMENTS



CALIFORNIA STRATEGIC
GROWTH COUNCIL



OCTOBER 2017

Transformative Climate Communities Program

FY 2016-2017 Final Program Guidelines

Revised to Include Technical Amendments



CALIFORNIA STRATEGIC
GROWTH COUNCIL



October 23, 2017

Program information can be accessed at:

<http://sgc.ca.gov/Grant-Programs/Transformative-Climate-Communities-Program.html>.

To sign up to receive notices, updates, and information regarding the TCC Program (and other SGC grant programs and initiatives), visit the Strategic Growth Council (SGC) website and click on the "Sign Up for Updates" icon at: <http://sgc.ca.gov>.

To receive a hardcopy of the TCC Guidelines, please contact the SGC at: tcc@sgc.ca.gov or (916) 322-2318.

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I. INTRODUCTION

A. BACKGROUND

The Transformative Climate Communities Program was established by Assembly Bill (AB) 2722, administered by the Strategic Growth Council (SGC)¹, to "...fund the development and implementation of neighborhood-level transformative climate community plans that include multiple, coordinated greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits to disadvantaged communities as described in Section 39711 of the Health and Safety Code." (Pub. Resources Code § 75240.)²

In addition to reducing greenhouse gas (GHG) emissions in disadvantaged communities, AB 2722 includes the following provisions:

- *Maximize additional community benefits:* "Projects shall maximize climate, public health, environmental, workforce, and economic benefits."
- *Avoid displacement:* "In adopting the guidelines, the council shall consider whether eligible plans and projects avoid economic displacement of low-income disadvantaged community residents and businesses."
- *Incorporate comprehensive community engagement:* "The council shall award grants for projects that demonstrate community engagement in all phases."
- *Leverage funds:* "By making such comprehensive public investments, it is the intent of the Legislature that private resources can be more effectively catalyzed to support innovative community and climate transformation in disadvantaged communities;" and "The council and all funded entities shall endeavor to identify additional public and private sources of funding to sustain and expand the program."
- *Include technical assistance:* "The council shall fund technical assistance providers to assist in application development and project development and implementation."

The AB 32 Scoping Plan establishes the framework for actions implementing greenhouse gas reduction to implement the Global Warming Solutions Act of 2008. The Scoping Plan was updated by the California Air Resources Board (CARB) in 2014, identifying the Cap-and-Trade Program as one of the strategies California will employ to reduce the GHG emissions that cause climate change. This program will help put California on the path to meet its goal of reducing GHG emissions to 1990 levels by the year 2020, and ultimately achieving an 80 percent reduction from 1990 levels by 2050. Proceeds from the Cap-and-Trade Program, also known as California Climate Investments (CCI), facilitate comprehensive and coordinated investments throughout California that further the State's climate goals. These investments must be used to support programs and projects that reduce GHG emissions in the State and also deliver major economic, environmental, and public health benefits for Californians, including meaningful benefits to the most disadvantaged communities.

Senate Bill (SB) 535 (De León, Chapter 830, Statutes of 2012) directed State and local agencies to make investments that improve California's disadvantaged communities with a minimum of 25 percent of funds to benefit these communities and

¹ California Strategic Growth Council. See "About Us" for background information on the Strategic Growth Council, including the agency's vision, mission, and objectives. <<http://sgc.ca.gov/About-Us/index.html>>

² AB 2722, Transformative Climate Communities. 2016. Web. February 2017.
<https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=201520160AB2722>

10 percent to projects located within and benefiting them. The goal of the TCC Program is to provide 100 percent of available funding to projects that provide a direct, meaningful, and assured benefit to disadvantaged communities, consistent with the objectives of SB 535.

In 2016, the Legislature passed and the Governor signed AB 1550 (Gomez, Chapter 369, Statutes of 2016), increasing the percentage of funds for projects located in and benefiting disadvantaged communities and adding a focus on investments in low-income communities and households. AB 1550 requires that a minimum of 25 percent of the proceeds be invested in projects that are located within and benefiting individuals living in disadvantaged communities; an additional minimum of 5 percent of funds be invested in projects that benefit low-income households or communities statewide; and an additional 5 percent to be invested in projects that benefit low-income households or communities that are within a ½ mile of a disadvantaged community. Together, SB 535 and AB 1550 prioritize investments to disadvantaged and low-income communities and households in need of assistance.

The Program is also an opportunity to realize the State's vision of Vibrant Communities and Landscapes³, demonstrating how meaningful community engagement coupled with strategic investments in transportation, housing, food, energy, natural resources, and waste can reduce greenhouse gas emissions and other pollution, while also advancing social and health equity and enhancing economic opportunity and community resilience.

B. PROGRAM SUMMARY

The Program will fund two types of grants: Implementation Grants and Planning Grants⁴. The SGC will award approximately \$140 million⁵ in competitive funding through Implementation Grants for the implementation of neighborhood-level plans that include multiple, coordinated projects that reduce greenhouse gas emissions and achieve other community benefits. The SGC will also award approximately \$1.5 million in Planning Grants to fund planning activities in disadvantaged communities that may be eligible for future TCC Implementation Grants.⁶

The TCC Program is administered by the SGC and implemented by the Department of Conservation (Department), along with other partnering State agencies. SGC staff will coordinate efforts with partnering State agencies and work with the CARB and the SGC to administer the broader TCC Program, including developing program guidelines, evaluating applications, preparing agreements, monitoring agreement implementation, and program reporting. See Appendix A for a list of terms and definitions relevant to the TCC Program.

Three Implementation Grants will be funded through the California Climate Investment program using Greenhouse Gas Reduction Funds with a FY 2016-2017 budget appropriation.⁷ As required by the regulation adopted by the SGC on December 6, 2016, a minimum of half of the funds shall be allocated in the City of Fresno and a minimum of one-fourth of the

³ *Vibrant Communities and Landscapes: A Vision for California in 2050*. California Air Resources Board, 2016. Web. February 2017. <<https://www.arb.ca.gov/cc/scopingplan/meetings/091316/vibrant%20communities.pdf>>

⁴ The amount of funding for Implementation Grants and Planning Grants is determined annually, and the funding currently available is for fiscal year 2016-2017.

⁵ Total available funds will be reduced based on State administration cost withholdings, not to exceed 5 percent.

⁶ Communities selected for a TCC Planning Grant are not guaranteed eligibility for future TCC Implementation Grants or other CCI programs.

⁷ AB 1613 – Budget Act of 2016. Section 4. <https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201520160AB1613>

funds shall be allocated in the City of Los Angeles.⁸ The remaining funds will be allocated in a third location to be determined competitively among eligible disadvantaged community areas, as identified in Appendix B. Applications for Implementation Grants will be considered using a two-phase application process and must be submitted using the online Financial Assistance Application Submittal Tool (FAAST). Implementation Grant funds will be awarded through a competitive process and the grant term will be approximately three years. Implementation Grants will include a variety of project types, including those already funded by other California Climate Investment programs, as listed in Appendix C, that reduce greenhouse gas emissions.

Up to ten Planning Grants will be funded by Proposition 84.⁹ Funds for the Planning Grants will be awarded through a statewide competitive process, also utilizing the online FAAST application system but with a single-phase application process. Grant terms are approximately one year.

The timeline of TCC Program major milestones, including development of guidelines, program outreach, notice of funding availability, and proposal application deadlines can be found on the [TCC Program website](#).¹⁰

C. PROGRAM VISION

Vision for Transformation

The Program establishes a new framework for achieving California's climate goals by concentrating significant resources to accelerate local greenhouse gas emission reductions and uplift the State's most disadvantaged communities. This framework represents an evolution to the State's previous funding in three significant ways.

First, the Program takes a place-based approach that commits applicants to the achievement of economic, environmental, and public health benefits in a specific community. Rather than focusing on individual projects, the Program requires applicants to begin by identifying a project area that will be the focus of the TCC Proposal. A place-based approach entails a holistic understanding of a community's needs and assets, and direct involvement of community members. Program applicants are required to actively engage community residents and stakeholders in TCC Proposal development and implementation to foster long-term interest and investment in the community's revitalization. The Program also requires applicants to include policies and programs to avoid the displacement of existing residents and local businesses, to help ensure these key stakeholders benefit from the investment.

Second, the Program supports the deployment of integrated climate strategies that combine greenhouse gas reduction activities to achieve multiple community benefits and drive innovation. Grant recipients are expected to use the state

⁸ Transformative Climate Communities Program. Express Terms of Proposed Rulemaking. The Strategic Growth Council. December 6, 2016. <<http://www.sgc.ca.gov/Grant-Programs/TCC-Rulemaking.html>>

⁹ In 2006, California voters approved Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, directing the State to spend a specific portion of the bond proceeds issued for sustainable communities and climate change reduction projects in accordance with Chapter 9 of the measure. As codified in Public Resources Code, Section 75065(c), \$90 million of the funds were set aside to fund planning grants and incentives that achieve sustainability objectives. Funds that were originally awarded but not used by projects under the SGC's Sustainable Communities Planning Grant and Incentives Program were reapportioned in 2016 to fund additional planning activities including the TCC Program's Planning Grants. <<http://bondaccountability.resources.ca.gov/Prop84Text.aspx>>

¹⁰ California Strategic Growth Council. Transformative Climate Communities Program. <<http://sgc.ca.gov/Grant-Programs/Transformative-Climate-Communities-Program.html>>

investment in concert with other local, state, and federal programs and leveraged funds, such as parallel and connected capital investments, business and workforce development projects, public health programs, K-12 and higher education programs, career and technical training, entrepreneurship support, volunteer programs, and community service projects. Additionally, the Program seeks to further the capacity of a community's ability to access TCC implementation funds, and other climate investment program funds, by funding a limited number of planning grants for upfront work critical to the successful implementation of projects that achieve California's broad climate goals.

Lastly, the Program emphasizes the development of long-term, cross-sector partnerships. Applicants are required to develop multi-stakeholder partnerships, coordinated by a Lead Applicant and governed by a partnership consisting of multiple stakeholders. Additionally, the Program enables the State to establish partnerships with award recipients that will include outreach and technical assistance throughout the grant term.

Strong local engagement and cross-sector partnerships are critical to realizing this vision. In addition to reducing greenhouse gas emissions, the SGC hopes the Program will serve as a model for catalyzing local, multi-sector partnerships that leverage private and public funds to sustain community revitalization and equitable development, while meeting the State's climate goals.

Focus on Most Disadvantaged Communities

The Program is focused on investing in the communities in our state that are the most overburdened by environmental, socioeconomic and health inequities. These communities have been identified as those with a majority of Census Tracts that fall within the top 5 percent of disadvantaged communities, as defined by the California Environmental Protection Agency using CalEnviroScreen 3.0. CalEnviroScreen is a screening tool developed by the Office of Environmental Health Hazard Assessment to help identify communities with high levels of social vulnerability that are disproportionately burdened by multiple sources of pollution.¹¹

Communities defined as "disadvantaged" generally have high populations of people with low-incomes and a high concentration of sources of pollution. Residents of these types of communities commonly experience elevated rates of health problems, as well as socioeconomic and environmental vulnerability. Many of these challenges are the result of a history of inequitable land use and zoning policies, underinvestment and lack of meaningful engagement with community residents in planning and policy decisions.

The SGC recognizes that the term "disadvantaged" overlooks the many assets these communities also possess, and particularly the community residents for whom these places are home. In many of these communities there are organized groups of neighborhood leaders actively engaged in local planning efforts, policy campaigns, and other efforts to make their communities healthier, safer, and more sustainable. These efforts are particularly important today in the face of climate change since impacts will be disproportionately felt in these communities. The Program is structured to provide existing residents and local businesses with the tools and resources to be the drivers of change and to ensure they are also able to experience the benefits.

¹¹ CalEnviroScreen 3.0, Office of Environmental Health Hazard Assessment (OEHHA).
<<https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-30>>

D. MODELS OF PLACE-BASED TRANSFORMATION

While adopting a comprehensive place-based approach to climate change solutions is new for California's Climate Investment programs, the Program is continuing a trend that other federal and private philanthropic organizations have taken to catalyze change. Place-based investment strategies have been successfully deployed nationwide to create neighborhood-level transformational change:

- From 2010-2016, the Choice Neighborhoods Program, administered by the U.S. Department of Housing and Urban Development (HUD), provided grants to support "locally driven strategies to address struggling neighborhoods with distressed public or HUD-assisted housing through a comprehensive approach to neighborhood transformation."¹² This was exemplified in the Larimer/East Liberty Choice Neighborhood of Pittsburgh, Pennsylvania where the local Housing Authority and the City of Pittsburgh worked with community groups and other stakeholders to put together a neighborhood plan to use the \$30 million HUD grant. In initial phases of the project, the Co-applicants established a collaborative governance structure with key community stakeholders and outside funding was leveraged to hire full time community engagement staff as implementation of the plan began.¹³ Components of the Larimer Transformation Plan that are now being implemented include: building 350 mixed-income housing units, providing homeowner's assistance, creating local family sustaining jobs, securing healthy food supplies, expanding parks and open space and access to them, creating a stormwater management system, and creating a green business and manufacturing zone.¹⁴
- In 2016, HUD awarded 13 Natural Disaster Resilience Competition (NDRC) Grants to fund projects that address unmet needs from past disasters while increasing the regions' resiliency to future disasters.¹⁵ The City of New Orleans' was awarded a NDRC grant that will fund projects in the Gentilly Resilience District, 1 of 6 newly-designated Resilience Districts that aim to "[focus] investments for maximum place-based efficacy in an area prioritized for its particular nexus of physical and social vulnerability." A broad range of stakeholders were involved in identifying the city's resilience needs, and the subsequent development of a plan to address those needs. The resilience strategy builds off of existing developments and plans, such as the Greater New Orleans Urban Water Plan, which calls for the widespread use of green infrastructure retrofits to neighborhood streets and vacant lots, the creation of blue-green parklands and corridors that will capture, clean, and store storm water runoff, and the transformation of drainage canals into public waterfronts. The proposal also calls for the creation of more reliable and efficient energy and water infrastructure systems, continued coastal restoration efforts, incentive programs and subsidies for homeowners to invest in energy-efficiency, stormwater management, home elevation, and storm resilience retrofits. The proposal maintains a strong focus on equity throughout, stating, "Integral to each of the proposed actions is a workforce development component that connects unemployed New Orleanians to careers in the growing environmental services sector. Economic growth will not be enjoyed widely without an equity strategy...."

¹² *Choice Neighborhoods*. U.S. Department of Housing and Urban Development.
<https://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/programs/ph/cn>

¹³ *Choice Neighborhoods 2015 Grantee Report*. U.S. Department of Housing and Urban Development, 2015.
<<https://portal.hud.gov/hudportal/documents/huddoc?id=CNGranteeReport2015.pdf>>

¹⁴ *Larimer/East Liberty Choice Neighborhood*. PowerPoint presentation. Larimer Community Consensus Group, 2013.
<<https://larimerplan.files.wordpress.com/2013/06/aprilshowfinalsm.pdf>>

¹⁵ *National Disaster Resilience Competition*. US Department of Housing and Urban Development. 2015.
<<https://www.hudexchange.info/programs/cdbg-dr/resilient-recovery/>>

The proposal also details both short-term and long-term workforce development measures that will be employed during and after the construction of the projects.¹⁶

- An example of regional planning with a specific lens on equity comes from the City of Seattle, which published a 2016 Equitable Development Implementation Plan that is framed with six equity drivers that are meant to propel each action. The plan emphasizes the use of collective-impact problem solving, noting that the "drivers" of the plan are interrelated and meant to be deployed in conjunction with each other to address historically inequitable development patterns. The plan places a considerable emphasis on the use of anti-displacement strategies for existing residents and businesses. Additional strategies are outlined that address how to bolster the livelihoods of local residents, such as the use of community centers to provide access to opportunities for higher education, high-quality jobs, and support to start and maintain businesses.¹⁷

¹⁶ *City of New Orleans NDRC Phase 2 - Submitted Application - October 2015*. City of New Orleans, 2015.
<http://www.nola.gov/resilience/resources/ndrc_phase2_neworleans_narrative_graphics/>

¹⁷ *Equitable Development Implementation Plan*. City of Seattle, 2016.
<http://www.seattle.gov/dpd/cs/groups/pan/@pan/documents/web_informational/p2431185.pdf>



II. IMPLEMENTATION GRANT PROGRAM REQUIREMENTS

A. APPLICANT AND PROJECT AREA REQUIREMENTS

1. *Eligible Applicants.* Eligible applicants may include, but are not limited to: community-based organizations, local governments, nonprofit organizations, philanthropic organizations and foundations, faith-based organizations, coalitions or associations of nonprofit organizations, community development finance institutions, community development corporations, joint powers authorities, and/or tribal governments.
2. *Collaborative Stakeholder Structure.* Eligible applicants must form a Collaborative Stakeholder Structure to develop and submit one application based upon a shared vision, and must submit with the application a Memorandum of Understanding signed by the Lead Applicant and all Co-applicants that describes governance and organization of the Collaborative Stakeholder Structure. Lead Applicants and Co-applicants are collectively referred to as "Applicants."

The Collaborative Stakeholder Structure shall be charged with overseeing implementation of the TCC Proposal, including each of the plans required in the Transformative Requirements section. The Collaborative Stakeholder Structure must include at least one of the required Co-applicants for each of the proposed Project Types included in the TCC Proposal, as listed in Appendix D. Applicants may design their Collaborative Stakeholder Structure to best align with their needs, but at a minimum the Memorandum of Understanding must clearly outline the following:

- a. Identification of a Lead Applicant;
- b. Roles and responsibilities for the Lead Applicant and each Co-applicant;
- c. Governance of the Collaborative Stakeholder Structure;
- d. Legal and financial considerations (i.e., assumption of liability, financial relationship between Grantee/Partners, etc.);
- e. Transparent decision-making processes;
- f. Meeting facilitation procedures; and
- g. Process for involving community representatives in decision-making.

If a proposal is selected, the Memorandum of Understanding may be revised to comply with all administrative, statutory, and TCC Program requirements during a Pre-contract Consultation. See Section II.I, Implementation Contract Administration, for additional information.

3. *Support and Participation of Public Agencies.* The Collaborative Stakeholder Structure must include a local or regional public agency as a Lead Applicant or Co-applicant. Applicants must include a letter of support or a resolution from the public agency that will be serving as the Lead Applicant or Co-applicant.
4. *Organizational Capacity and Proposal Readiness.* Applicants must demonstrate their capacity to administer and manage complex projects and readiness for implementing all Project Types included in the TCC Proposal. Specific procedural, capacity, and financial requirements for the Project Types are outlined in Appendix D, and will be addressed in the Pre-contract Consultation described in Section II.H, including provisions or potential modifications relevant to integration of Project Types or delegation of responsibilities.

a. Capacity to Implement

- i. *Management Ability.* Lead Applicants and Co-applicants' ability to oversee, manage and implement large infrastructure projects, such as transportation, affordable housing, and green infrastructure projects is essential. For each selected Project Type, Applicants must:
 - 1) Identify the Lead Applicant or Co-applicant responsible for leading the implementation (i.e., lead entity);
 - 2) Provide evidence of the lead entity having successfully implemented a similar project in scope and size in California over the last ten years;
 - 3) Provide documentation demonstrating that the lead entity was able to complete the similar project on time and on budget; and,
 - 4) Provide at least one reference who can speak to the quality and timeliness of work completed by either the Lead or Co-applicants.
- ii. *Financial Capacity.* Lead Applicants and Co-applicants must possess the financial capacity to pay expenses prior to seeking reimbursement from the State, in accordance with the MOU. See Section II.I, Implementation Contract Administration, for details about the reimbursement process. To demonstrate financial capacity, Applicants will be asked to provide all financial audits for the past three years, recent past organizational and performance audits, if available, and enforceable funding commitments for Project Types that have multiple sources of funding.

b. Proposal Readiness

- i. Applicants will be required to demonstrate that a minimum of three of their proposed CCI Project Types (see Section II.F, Project Types and Indicators) meet the full readiness requirements at the time the Full Application is submitted. Additionally, these three Project Types combined must comprise fifty (50) percent of total requested funds. For the remaining Project Types that do not have readiness met at the time of Full Application, Applicants will be asked to discuss how far along in the process they are towards meeting the readiness requirements and when they anticipate having all of them met. The remaining Project Types must meet full readiness requirements within the first year following the date of contract execution.
- ii. Applicants that are proposing to include an Affordable Housing and Sustainable Communities (AHSC) component in their TCC Proposal must meet the AHSC readiness requirements at the time of Full Application. This project can be considered as one of the three Project Types for which readiness will be met at the time of Full Application.
- iii. To demonstrate readiness, Applicants must provide documentation related to site control, environmental compliance, entitlements, and leverage funding. Readiness requirements for all eligible Project Types are listed in Appendix D by CCI Program.

5. Project Area Requirements

- a. Applicants must define a contiguous Project Area that is no larger than approximately five-square miles and is within the boundary of a single incorporated city.

- b. At least fifty-one (51) percent of the geographic area of the proposed Project Area must overlap with Census Tracts within the top 5 percent of disadvantaged communities, per CalEnviroScreen 3.0.¹⁸ The remaining forty-nine (49) percent or less of the geographic area of the proposed Project Area must overlap either with a disadvantaged community (top 25 percent CalEnviroScreen 3.0) or a low-income community as defined by AB 1550¹⁹. Applicants may propose a Project Area boundary that does not align with Census Tract boundaries. Refer to Appendix B²⁰ for more information about the TCC Mapping Tool and a list of cities with top five (5) percent and twenty-five (25) percent Disadvantaged Census Tracts.
- c. Applicants must submit a map of the Project Area boundary at the Concept Proposal phase. This map will be used to verify the Project Area's size and percentage of disadvantaged communities, as defined by CalEnviroScreen 3.0.

6. Consistency with Existing Plans

- a. Applicants must demonstrate that proposed projects are consistent with all relevant local and regional plans that have been adopted or amended within the last ten (10) years, including:
 - i. The local jurisdiction's General Plan;
 - ii. Any Specific Plans or Community Plans that overlap with the proposed Project Area;
 - iii. Any Climate Action Plan that overlaps with the proposed Project Area; and
 - iv. Any regional plans adopted by Metropolitan Planning Organizations, including the Sustainable Communities Strategy, that include the proposed Project Area.

Being consistent means following any relevant land use designations, zoning, building intensity and density requirements, design guidelines, and applicable goals, policies, and programs. Consistency shall be demonstrated by submittal of a letter from the local jurisdiction's Planning Department describing the proposed TCC projects' consistency with all relevant plans as described above.

- b. If the local jurisdiction's General Plan, and other applicable Specific Plans or Community Plans have not been updated within the last ten years, Applicants must submit a letter of support from the local jurisdiction's Planning Department that verifies the TCC Proposal is consistent with the jurisdiction's local land use policies.
- c. Applicants must demonstrate consistency with the most recent Workforce Innovation and Opportunity Act Regional Plan.

¹⁸ CalEnviroScreen 3.0, Office of Environmental Health Hazard Assessment (OEHHA).

<<http://oehha.maps.arcgis.com/apps/webappviewer/index.html?id=ba698dc09c824da1b1ab3d0dd7f5bd54>>

¹⁹ California Air Resources Board, February 14, 2017. Identification of Low-Income Communities under AB 1550 Methodology and Documentation for Draft Maps. <<https://calepa.ca.gov/envjustice/ghginvest/>>

²⁰ The Office of Environmental Health and Hazards Assessment (OEHHA) has developed an online mapping tool that identifies eligible Census Tracts to assist applicants in drawing Project Area boundaries. The mapping tool can be accessed at <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-30>.

7. High Speed Rail Connectivity

- a. The California High Speed Rail Authority's 2016 Business Plan²¹ describes the plan to complete construction of the initial "Silicon Valley to Central Valley Line" by 2024 to begin providing passenger service by 2025. To leverage the State's investment in High Speed Rail and support its successful implementation, as well as to help ensure that economic benefits, job opportunities, and environmental improvements accrue to neighborhoods immediately surrounding the High Speed Rail station area, Applicants from cities with planned HSR stations along the initial "Silicon Valley to Central Valley Line" must:
 - i. Focus the TCC Proposal on neighborhoods within boundaries of Specific Plans adopted since enactment of the city's last General Plan update, or Specific Plans that will be adopted by the time of Full Application;
 - ii. Include multimodal connectivity between the High Speed Rail station area and surrounding neighborhoods that are in a Specific Plan area adopted since enactment of the city's last General Plan update, or Specific Plans that will be adopted by the time of Full Application;
 - iii. Include complete streets, active transportation, parks and/or other open space amenities surrounding the High Speed Rail station area; and
 - iv. Ensure affordable and mixed-income housing with connectivity and accessible to the High Speed Rail station area.

B. TRANSFORMATIVE REQUIREMENTS

As required by AB 2722, TCC Proposals must meet the following requirements to be considered eligible for funding.

1. *Track and Monitor Greenhouse Gas Emission Reductions, Community Benefits, and Other Indicators.* TCC Proposals must include an Indicator Tracking Plan for tracking and monitoring GHG emission reductions and other project-related performance metrics, as outlined in Table 1.
 - a. Applicants will be required to track and report Indicators associated with existing California Climate Investment program Project Types, as outlined in the applicable CARB *Cap-and-Trade Auction Proceeds: Funding Guidelines for Agencies that Administer California Climate Investments*,²² (Funding Guidelines) and identified in Appendix D.
 - b. Applicants must include in the project budget an allowance for all stages of required data collection and reporting summarized in Table 1 and Appendix D.

²¹ California High Speed Rail Authority. *Connecting and Transforming California: 2016 Business Plan*.
<http://hsr.ca.gov/docs/about/business_plans/2016_BusinessPlan.pdf>

²² California Air Resources Board, December 2015 and December 2016 (Supplement). *Cap-and-Trade Auction Proceeds: Funding Guidelines for Agencies that Administer California Climate Investments*.
<<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/fundingguidelines.htm>>

Table 1: GHG and Indicator Tracking and Reporting

Phase	Greenhouse Gas Emissions	Project Type Related Indicators
Application Phases		
Concept Proposal	Identification of Selected GHG Emission Reduction Strategies and Project Types	
Full Application	Estimate of GHG Emission Reductions for All Project Types with CARB-Approved Quantification Methodologies	Identification of Indicators by Project Type
Project Implementation (Phase 1)* At Minimum, Initial 5 Years after Grant Award		
Annually	As Required in CARB Funding Guidelines	Reporting of Indicators by Project Type
Project Closeout	Estimate of GHG Emission Reductions for All Project Types Requiring Project Closeout GHG Quantification	
After Project Completion (Phase 2)* - TBD Anticipated Minimum of 5 Years Following Completion		
Annually	As Required in CARB Funding Guidelines	As Required in CARB Funding Guidelines

*Note: *Applicant may be requested to provide project-related information relevant to TCC Program evaluation.*

- c. Applicants invited to Full Application will be required to work with SGC-contracted Technical Assistance Providers to estimate GHG emission reductions for all Project Types with a CARB-approved Quantification Methodology, and identify how each Project Type meets criteria for benefits to disadvantaged and low-income communities, according to CARB’s Funding Guidelines.
 - d. The SGC will contract with an independent, Third-Party Evaluator to assess the impact and benefits of the TCC Program within the selected communities. Award recipients must work with the Third-Party Evaluator during a Pre-contract Consultation to identify additional Indicators for tracking and monitoring, based upon selected Project Types. Award recipients must also provide project-related data and information to the Third-Party Evaluator, on a basis that will be determined during the Pre-contract Consultation. See Section II.H, Pre-Contract Consultation, and Section II.I, Implementation Contract Administration, for additional details.
2. *Avoid the Displacement of Existing Households and Small Businesses.* Applicants must implement strategies to reduce economic displacement risk within the Project Area. See Table 2 for examples of policies to avoid the displacement of Very Low and Low-Income Households²³ and Table 3 for examples of policies to avoid the displacement of small businesses.²⁴

²³ See Appendix A for the definition of Very Low and Low-Income Households.

²⁴ See Appendix A for the definition of a small business.

Table 2: Example Policies to Avoid the Displacement of Very Low and Low-Income Households

Category	Policy
Production of Affordable Housing	<ul style="list-style-type: none"> • Incentives for inclusionary zoning* • Density bonus ordinance* • Community land trusts • Jobs-housing linkage fee or affordable housing linkage fee* • Land banking programs • Demonstration of application to local, state and federal programs to fund affordable housing production* • Development of new accessory dwelling units
Preservation of Affordable Housing	<ul style="list-style-type: none"> • Rent control, stabilization ordinances, and rent review boards* • No-net loss of affordable housing units* • Preservation of existing affordable housing in the Project Area through the one-for-one redevelopment of distressed public housing* • Policies to preserve single-room occupancy and/or mobile home parks* • Condominium conversion restrictions* • Demonstration of application to local, state, and federal programs to fund preservation of affordable housing • Preservation of affordable housing via acquisition and rehabilitation programs • Covenants to maintain affordability in perpetuity • Community land trusts
Tenant Protections and Support	<ul style="list-style-type: none"> • Tenant anti-harassment policies • Right-to-return policies for existing households • Source of income non-discrimination* • 'Just Cause' eviction policies* • Tenant rights education • Funding for tenant organizing • Tenant legal services
Neighborhood Stabilization and Wealth Building	<ul style="list-style-type: none"> • Asset building opportunities for low-income residents • Contracting with local/small/diversely-owned businesses • Development and promotion of micro-lending opportunities • Development of worker cooperatives • Non-speculative homeownership opportunities
<p><i>Note: *Indicates policies that require local municipal participation to implement</i></p>	

Table 3: Example Policies to Avoid the Displacement of Local and Small Businesses

Category	Policy
Protections for Small Businesses	<ul style="list-style-type: none"> • Implementation of an overlay zone designed to protect and assist small businesses* • Creation and maintenance of a small business alliance • Increased visibility of the jurisdiction’s small business assistance programs • Formal programs to ensure that some fraction of a jurisdiction’s good and services come from local businesses* • Development of no-cost and low-cost business development and retention programs with established local, state and federal partners such as the California Small Business Development Center Network, Women’s Business Centers, Procurement Technical Assistance Centers and others
Business Stabilization and Wealth Building	<ul style="list-style-type: none"> • Development of layoff aversion and business continuity programs during construction or other business interruption events • Development of no-cost and low-cost business development consulting and training programs targeting small and micro-enterprises in partnership with local, state and federal technical assistance partners • Contracting with local/small/diversely-owned businesses

Note: *Indicates policies that require municipal participation to implement

- a. TCC Proposals must include a Displacement Avoidance Plan that details the actions Applicants will take to establish policies and programs to avoid the economic displacement of existing households and small businesses within the Project Area. The Displacement Avoidance Plan will include:
 - i. Description of displacement vulnerability among existing households and small businesses within the Project Area.
 - ii. Description of the policies, plans, ordinances, or programs that are already in place to avoid displacement in the Project Area.
 - iii. Identification of additional policies and programs that will be pursued to avoid displacement among existing households and businesses within the Project Area. Applicants must select at least one (1) policy from at least three (3) of the policy categories included in Table 2 to prevent the displacement of Very Low and Low-Income Households. Applicants must also select two (2) policies from either of the two (2) policy categories in Table 3.
 - iv. Identification of the entities responsible for and involved in implementing each policy and program, and whether the implementing entities are the Lead Applicant or are Co-applicants.
 - v. If a project is subject to State Relocation Law and a relocation plan is required by State Relocation Law (Gov. Code, § 7260 et seq.) and Section 6038 of the Relocation Assistance and Real Property Guidelines (25 Cal. Code of Regulations, div. 1, ch. 6, § 6000 et seq.) for the Project Area, Applicants must provide a copy of the relocation plan.

3. *Ensure Community Engagement.* Applicants must involve residents from the Project Area and key stakeholders in all phases of TCC Proposal development and implementation. TCC Proposals should be designed to meet needs that have been and will be further identified by Project Area residents through a documented outreach and engagement process. Additionally, Applicants must establish multi-stakeholder partnerships organized into a Collaborative Stakeholder Structure that will oversee TCC Proposal development and implementation. Applicants are required to address the following:



- a. TCC Proposals must include a Community Engagement Plan that describes methods that will be used to engage residents and key stakeholders during TCC Proposal development and implementation. Priority will be given to proposals that include a robust combination of activities to engage community stakeholders. The Community Engagement Plan should include, at a minimum:
 - i. Description of key stakeholders and residents, including any existing neighborhood organizations or advisory councils serving the Project Area;
 - ii. Description of recent history of resident engagement in neighborhood issues of the proposed Project Area, including involvement in any planning or community development activities administered by the local government or other administrative entities;
 - iii. Description and timeline of proposed community engagement activities (see Table 4 for list of recommended activities to ensure meaningful community engagement);
 - iv. Application before they are finalized.
 - v. The process to be used to identify the needs of residents and other stakeholders during the TCC Proposal development phase and, if applicable, the relationship of this process to any pending planning activities or public improvements for the Project Area within the time frame of implementation;
 - vi. How the public will be informed of implementation progress, including updates on project performance and other Indicators being tracked, as well as implementation progress on the Displacement Avoidance and Community Engagement Plans; and
 - vii. Justification for the community engagement activities as a budget line item.
 - b. Applicants must use methods of engagement to facilitate participation of community residents, including ensuring translation of meetings and materials, scheduling of meetings at times that are convenient to community members, and engaging community members in information gathering as well as outreach.
 - c. TCC Proposals based on Community or Specific Plans that have been approved by a local government in the last five (5) years can meet this requirement by providing a description and documentation of the community visioning and engagement process used in the creation of the Specific Plan, providing a description of the process used to engage residents in the development of the TCC Proposal, and discussing community engagement strategies for Community or Specific Plan implementation.
4. *Leverage Funding.* To be eligible for TCC funding, Applicants must secure a minimum of **fifty (50) percent match** of the awarded grant amount.
- a. Leverage funding must be committed by the time Applicants submit Full Applications. The SGC encourages Applicants to coordinate federal, state, local, public, private and philanthropic funds that align with the goals of the TCC Proposal.
 - b. Eligible sources for leverage may include, but are not limited to: federal funding sources; state funding sources; private capital; foundation grants; low-income housing tax credit equity contributions and tax-exempt bonds in connection with four percent low-income housing tax credits; and funds from regional or local tax measures, bonds, property assessments and fee revenue committed to public infrastructure related to Project Types included in the TCC Proposal, and located within the designated Project Area; funds for transportation projects that are programmed for allocation and expenditure in the applicable capital improvement plan consistent with the terms and timeframes of the contract agreement.

- i. In-kind goods and services²⁵ may be accepted as eligible sources of leverage if they are adequately defined and documented. They will be subject to review by the State during review of the Full Application.

Table 4: Recommended Activities to Ensure Meaningful Community Engagement

Category	Activities
Activities to Inform Community Stakeholders and to Solicit Stakeholder Input	<ul style="list-style-type: none"> • Public workshops/meetings • Door-to-door canvassing • House meetings • Established website and/or social media • Distributed flyers or other printed materials • Outreach to existing community groups • Surveys • Focus Groups
Activities to Engage Community Stakeholders in Development of TCC Proposal	<ul style="list-style-type: none"> • Design charrettes • Community-based participatory research • Participatory budgeting²⁶ • Convene advisory body or shared decision-making body • Establish website and/or social media • Community benefits agreements • Additional activities to ensure community stakeholders have an opportunity to influence the TCC Proposal development
Activities to Ensure Community Engagement During Implementation of TCC Plan	<ul style="list-style-type: none"> • Public workshops/meetings • Door-to-door canvassing • House meetings • Established website and/or social media • Surveys • Focus groups • Sub-contract with community-based organizations to conduct outreach • Allocate staff positions focused on community engagement • Advisory body or shared decision-making body • Additional activities to provide community stakeholders an opportunity to influence the TCC Proposal development • Maintain community engagement throughout the TCC Implementation Plan

²⁵ See Appendix A for the definition of in-kind goods and services.

²⁶ See Appendix A for the definition of Participatory Budgeting.

5. *Climate Adaptation and Resiliency.*

- a. TCC Proposals must describe how the Project Area will adapt and respond to the anticipated impacts from climate change. Specifically, the Proposals must include the following:
 - i. Identify the climate change risks and exposures within the Project Area, such as additional days of extreme heat or precipitation, flooding, sea level rise, and drought. This information may be obtained using Cal-Adapt.org, an online platform created by the California Energy Commission, or using the results of a local or regional vulnerability assessment that includes the Project Area, such as the Climate Change and Health Vulnerability Indicators for California²⁷, created by the California Department of Public Health.
 - ii. Describe the impact of climate change risks and exposures on the community, including vulnerable populations²⁸, and infrastructure/natural systems. This information may be obtained using the Climate Change and Health Profile Reports²⁹, created by the California Department of Public Health, which describe the impact of climate risks and exposures for vulnerable populations for each county.
- b. Based on this information, Applicants invited to Full Application must discuss the following:
 - i. Consider anticipated impacts from the identified risks for each selected Project Type, describe how the Project Area will adapt and respond to anticipated impacts, and discuss how the community will be engaged. Examples of how climate risks are considered and addressed in the Project Area could include:
 - 1) Urban heat island impacts reduced through urban forestry,
 - 2) Flooding from sea level rise or stormwater avoided or alleviated by project design, and
 - 3) Drought resiliency for landscaping and park space project investments.
 - ii. Prioritize actions that will reduce affected community's vulnerability to climate change.
 - iii. Address any unintended consequences that may inadvertently increase the community's vulnerability, as a result of the selected Project Types.

C. PROGRAM FRAMEWORK

The Program Framework establishes the structure for all TCC Proposals. It consists of five inter-related elements—Objectives, Goals, Strategies, Project Types, and Indicators.

²⁷ California Department of Public Health. Climate Change and Vulnerability Indicators.
<<https://www.cdph.ca.gov/Programs/OHE/Pages/CC-Health-Vulnerability-Indicators.aspx>>

²⁸ See Appendix A for the definition of vulnerable populations.

²⁹ California Department of Public Health. Climate Change and Health Profile Reports.
<<https://www.cdph.ca.gov/Programs/OHE/Pages/ClimateHealthProfileReports.aspx>>

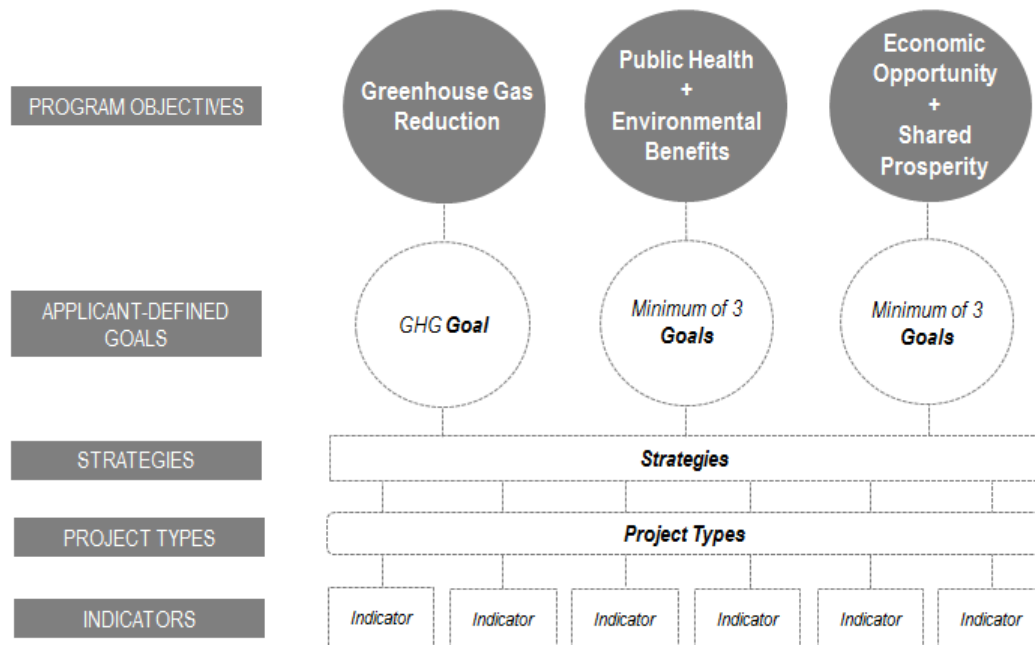
The Program Objectives reflect the TCC Program provisions outlined in AB 2722. Each TCC Proposal must identify Goals for each of the Program Objectives that align with community needs identified through the community engagement process.

Applicants must then identify a combination of Strategies known to reduce greenhouse gas emissions and promote public health, environmental and economic benefits, and develop Project Types that achieve the identified Goals. Lastly, Applicants must track Indicators associated with each Project Type.

Applicants should describe how proposed Project Area investments foster enduring partnerships and reflect best practices³⁰ in environmentally sustainable development and equitable community development.

Diagram 1 shows the relationship between the elements of the Program Framework.

Diagram 1: Program Framework - Relationship of Elements



³⁰ Best practices include but are not limited to measures to reduce environmental and economic disparities, promote energy efficiency, renewable energy, reduce waste, water conservation and reuse, and promote active transportation. Example guidance includes: 2015 Enterprise Green Communities Criteria (Enterprise Green Communities, 2015) <<http://www.enterprisecommunity.org/sites/default/files/media-library/solutions-and-innovation/green/ecp-2015-criteria-manual-11-15.pdf>>; Best Practices in Place-Based Initiatives: Implications for Implementation and Evaluation of Best Start (First5LA, November 2011) <http://www.first5la.org/files/07864_2LiteratureReview_NoAppendix_11282011.pdf>; Choice Neighborhood Resource Guide. Designing & Directing Neighborhood Change Efforts: How to Be More Intentional and Effective (HUD, April 2015) <<https://portal.hud.gov/hudportal/documents/huddoc?id=MikeSchubertCNGdeAug15.pdf>>; EcoDistricts Protocol: The Global Performance Standard that Empowers Sustainable Neighborhood- and District-Scale Development, Version 1.2 (EcoDistricts, January 2017) <<https://ecodistricts.org/get-started/the-ecodistricts-protocol/>>; Scaling Solutions: A How to Guide for Unleashing the Potential of Public-Philanthropic Partnerships Based on Lessons Learned from the Sustainable Communities Initiative (HUD, September 2016) <<https://portal.hud.gov/hudportal/documents/huddoc?id=ScalSoluPhilRep.pdf>>

D. OBJECTIVES AND GOALS

TCC Proposals must address all three Program Objectives:

1. *Achieve Significant Reductions in Greenhouse Gas Emissions.* Applicants must establish a greenhouse gas reduction Goal for the Project Area based upon all selected Project Types.

Applicants invited to Full Application must work with SGC Technical Assistance Providers to quantify GHG Emissions using the California Air Resources Board approved [TCC GHG Quantification Methodology](#).³¹ During this time, Applicants will establish a goal for GHG emission reductions associated with the TCC Proposal.

2. *Improve Public Health and Environmental Benefits.* Applicants must establish a minimum of three (3) Goals to improve public health outcomes for community residents and achieve environmental benefits for the Project Area.

Goals specific to meeting the public health needs of the community should, at a minimum, consider the burdens identified by CalEnviroScreen 3.0. One goal must address reducing emissions from local sources of air pollution, and one goal must address improving public health outcomes. Goals that address improving public health outcomes should be based on one or more of the following, developed in consultation with the jurisdiction's local health department or other local health organizations (i.e., local health non-profit, hospital, community health clinic, school based health provider, etc.): County Community Health Assessments and Health Improvement Plans; Community Health Needs Assessments done by hospitals serving the area; indicators in the California Health Disadvantage Index³², the Healthy Communities Data and Indicators Project³³, or the Climate Change and Health Vulnerability Indicators³⁴; or other relevant local health studies.

3. *Expand Economic Opportunity and Shared Prosperity.* Applicants must establish a minimum of three (3) Goals for workforce training, employment and local business expansion for the Project Area.

Goals specific to increasing equity and economic opportunity within the community should relate to Workforce Innovation and Opportunity Act Regional Plans, Adult Education Block Grant (AEBG) Plans, or other relevant workforce development plans. One goal must address improved access to training opportunities and career pathways for low-income residents of the Project Area. One goal must address creation of high quality jobs for low-income residents of the Project Area.

³¹ California Air Resources Board. Cap-and-Trade Auction Proceeds Quantification Materials.

<<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/quantification.htm>>

³² California Health Disadvantage Index, created by the Public Health Alliance of Southern California. <<http://phasocal.org/ca-hdi/>>

³³ Healthy Communities Data & Indicators Project, created by the California Department of Public Health. <[https://www.cdph.ca.gov/Programs/OHE/Pages/Healthy-Communities-Data-and-Indicators-Project-\(HCI\).aspx](https://www.cdph.ca.gov/Programs/OHE/Pages/Healthy-Communities-Data-and-Indicators-Project-(HCI).aspx)>

³⁴ Climate Change and Health Vulnerability Indicators, created by the California Department of Public Health. <<https://www.cdph.ca.gov/Programs/OHE/Pages/CC-Health-Vulnerability-Indicators.aspx>>

E. STRATEGIES

In order to achieve Program Objectives and Goals, Applicants must integrate Strategies that both reduce greenhouse gas emissions and achieve additional public health, environmental and economic benefits. The following Strategies and Project Type examples represent approaches in multiples sectors of California's economy that have been demonstrated to reduce greenhouse gas emissions, and achieve additional public health, environmental and economic benefits. Priority will be given to proposals that select a robust combination of GHG emission reduction strategies and additional public health, environmental and economic strategies to meet their Goals and address the needs of the community. Applicants must choose at least three (3) strategies that directly reduce GHG emissions. It is understood that there may be overlap between Strategies.

1. *Equitable Housing and Neighborhood Development.* Promote equity and access to opportunity through neighborhood-focused community development such as constructing, rehabilitating, or preserving affordable and mixed-income housing and mixed-use development; and infrastructure improvements and other activities that incentivize economic development, leverage private investment, and address the priorities and needs identified by residents.
2. *Transit Access and Mobility.* Prioritize active transportation and public transit; support transit ridership programs and transit passes for low-income riders; accelerate compact development; expand zero and near-zero emission transportation and infrastructure, as well as non-auto oriented transportation options through first/last mile connections, safe and accessible biking and walking routes, and safe reliable transit options; reduce parking requirements for new development; implement parking pricing strategies; encourage education and planning activities to promote increased use of active modes of transportation; and promote vanpools and zero-emission vehicle car sharing programs.
3. *Decarbonized Energy and Energy Efficiency.* Accelerate the State's zero net energy objectives³⁵, minimize the need for new energy infrastructure costs such as transmission and distribution upgrades, implement significant deployment of building retrofits, deploy smart-grid technologies, and support grid reliability and resiliency by incorporating energy storage.
4. *Water Efficiency.* Implement water conservation, reuse, and recycling programs and or systems, such as water-efficient appliances, greywater recycling, and water efficiency retrofits; drought-resistant landscaping and permeable surfaces; onsite reuse of captured rainwater and stormwater; and construction of water collection basins, barriers, and bioswales to mitigate stormwater runoff.
5. *Materials Management.* Implement projects that reduce waste, including food waste recycling and composting, reduce single-use products, and waste-to-energy projects, such as anaerobic digestion; ensure use of low waste building materials; and include green buildings features in new construction or retrofits that incorporate environmental sustainability in design, construction, and maintenance.
6. *Urban Greening and Green Infrastructure.* Implement urban forestry and tree canopy plans; enhance or expand neighborhood parks and open space; install green roofs and landscaping to mitigate effects of urban heat islands;

³⁵ Executive Order B-8-12, 2012. <http://www.climatechange.ca.gov/climate_action_team/documents/Executive_Order_B-18-12.pdf>; *Green Building Action Plan–For Implementation of Executive Order B-18-12.* <http://www.climatechange.ca.gov/climate_action_team/documents/Green_Building_Action_Plan.pdf>

construct or expand non-motorized urban trails; implement green streets and alleyways; and use of natural or green infrastructure to capture, store, and infiltrate stormwater onsite for groundwater recharge and use.

7. *Land Conservation and Restoration.* Permanently protect agricultural land and open space with conservation easements, implement sustainable soil and irrigation management practices, increase permeable surfaces, restore urban streams, and restore wetlands and habitat.
8. *Health and Well-Being.* Increase accessibility to health-promoting systems and environments, such as access to fresh and nutritious foods, primary care, parks and greenbelts, trails, walkways and bicycle paths, natural areas, civic and public spaces, and other opportunities to support socially and economically diverse populations; construct, develop or expand community gardens, farms, food processing facilities, regional food hubs or distribution centers; construct or expand grocery stores or local markets that provide access to healthy and fresh food; implement food waste programs; provide agricultural and outdoor experiential education opportunities for children and adults; increase family and social support through social engagement programs, early childhood home visiting programs, parenting programs, or other programs that increase community and civic participation; and implement any other activities or programs that improve human health and community well-being.
9. *Workforce Development and Education.* Establish or expand workforce training programs with career pathways for low income residents, including pre-apprenticeship programs directly connected to state-certified apprenticeship and leading to industry-recognized credential attainment; establish training programs that lead to occupations and industries that support TCC Proposal implementation, reduce barriers for and reflect the range of employment readiness needs of local residents, and partner with local workforce development boards and other key stakeholders, including organized labor and education providers (community colleges, K-12 adult schools, libraries, and community-based organizations); align and enhance high-performing education and training programs that have a proven record of leading to industry-recognized credentials and labor market advancement.
10. *High-Quality Job Creation and Local Economic Development.* Develop local high-quality jobs – those offering, e.g., living wages, benefits, worker voice, predictable scheduling, and opportunities for advancement – with clear on-ramps for low-income residents in and near the Project Area; adopt community workforce agreements or other mechanisms with targeted hire provisions to place low-income workers into jobs with career pathways; increased participation of local, minority, women, LGBTQ³⁶, and disabled veteran owned businesses; establish programs to ensure placement and retention in quality jobs, with decent wages and benefits, leading to documented income increase; and, demonstrate a clear connection between job training opportunities and local labor market demand.

F. PROJECT TYPES AND INDICATORS

Project Types

Applicants must select Project Types that align with their Goals and meaningfully address important community needs within the Project Area. Project Types fall into two categories:

1. *California Climate Investment Funding Eligible.* CCI Project Types are included in 2016-2017 California Climate Investment programs, listed in Appendix C, have approved GHG quantification methodologies, and benefit

³⁶ LGBTQ – Lesbian, gay, bi-sexual, transgender, queer, and questioning.

disadvantaged or low-income communities according to CARB's Funding Guidelines. See Appendix D for details regarding CCI Project Type eligibility, eligible and ineligible costs, readiness and site control requirements, and reporting requirements.

2. *Leverage Funding Required.* Non-CCI Project Types are not included in existing California Climate Investment programs, lack GHG quantification methodologies identified by CARB, and must be paid for with other funding sources. Priority will be given to Proposals that include additional, innovative Non-CCI Project Types that reduce GHG emissions, achieve public health and environmental benefits, and expand economic opportunity and shared prosperity.

For this initial round of the TCC Program, existing CCI programs have been utilized to determine Project Types eligible for TCC funding. Eligible Project Types and specific programmatic requirements are listed in Appendix D, according to the CCI program under which they qualify, and supersede conflicting requirements found in the individual CCI program guidelines. While the TCC guidelines may not provide a complete, comprehensive list of all guidance related to each of the existing CCI programs, as TCC Program implementation progresses the SGC will continue to provide clarifying information and guidance through the release of technical memos.

The SGC recognizes that a number of existing Project Types have similar and potentially overlapping components. SGC Technical Assistance Providers will work with program Applicants to facilitate Project Type integration, as noted in Section IV, and the SGC will also work with those awarded Implementation Grants to further integrate Project Types.

For future rounds of the TCC Program, it is the intention of the SGC to further integrate and incorporate additional Project Types to be eligible for TCC funding, based upon lessons learned from this initial round.

Indicators

Required Indicators for CCI Project Types are outlined in Appendix D, under Reporting Requirements for each CCI Program. Additional Indicators that may be applicable to all Project Types are also listed in Appendix E.

Award recipients must work with an independent, Third-Party Evaluator during a Pre-contract Consultation to identify additional Indicators for tracking and monitoring. Indicators may include those related to achieving GHG reductions as well as those related to public health, environmental, and economic benefits. Award recipients must also provide project-related data and information to the Third-Party Evaluator, on a basis that will be determined during the Pre-contract Consultation. See Section II.H, Pre-Contract Consultation, for additional details.

G. APPLICATION AND SCORING

Implementation Grants will be awarded through a two-phase competitive process that includes a Concept Proposal and a Full Application. For both phases, applications must be submitted via the online Financial Assistance Application Submittal Tool (FAAST). Training will be available to Applicants on the use of this tool. Applications will be evaluated according to the process and scoring criteria described below and then categorized based on the location of the Project Area: Fresno, Los Angeles, all remaining cities. The top scoring Applicant from each of the categories will be selected to receive a TCC grant. This will result in only one award in the City of Fresno, one award in the City of Los Angeles, and a one award in another city.

Concept Proposal

Concept Proposals will be reviewed by an interagency panel to assess eligibility, readiness, and alignment with Program Objectives to determine whether an Applicant will be invited to submit a Full Application. Applicants will be notified by the State whether they are invited to participate in the Full Application phase. An invitation to apply does not guarantee the Applicant will receive a grant award.

1. Applicants must provide a Concept Proposal that includes a narrative vision for neighborhood transformation, and that identifies the Project Area and Project Area needs, including:
 - a. A description of the Project Area, as well as a map demonstrating how the Project Area meets the program requirements; and
 - b. Detailed information about the Project Area, including key demographics, and a list of the public health, environmental, and economic challenges that are facing the Project Area, and the factors that make the Project Area ready for transformation.
2. Applicants must identify Goals for the Public Health and Environmental Benefits Objective and the Economic Opportunity and Shared Prosperity Objective, and select Strategies and Project Types within the Project Area.
3. Applicants must identify and provide information about the Strategies and Project Types that will be integrated to achieve neighborhood transformation.
4. Applicants must meet all of the Eligible Applicant requirements outlined in Section II.A.
5. Applicants must describe how they will meet all of the Transformative Requirements outlined in Section II.B. They must provide a draft of their Memorandum of Understanding (MOU) describing their Collaborative Stakeholder Structure. For the Leverage Funding requirement, Applicants must list the source of leverage funding, the amount, a description of the intended use of the funds, and status of funding.
6. Applicants must provide a work plan and summary budget containing estimated total project costs, including proposed sources of funding for each Project Type.

Concept Proposal Scoring

Concept Proposals will be evaluated to ensure that they meet all Program Requirements based on the following criteria. Applications must meet all of the following requirements to be invited for Full Application.



I. Narrative Vision for Transformation	
Criteria:	Yes/No
1. Identify Project Area: <ul style="list-style-type: none"> <input type="checkbox"/> Meets requirements and includes a map. <input type="checkbox"/> Includes a description of Project Area with key demographic data. 	
2. List of Public Health, Environmental, and Economic Challenges facing Project Area.	
3. Identify factors that make the Project Area ready for transformation.	
4. Identify at least three (3) Goals for improving Public Health and Environmental Benefits, including one goal that addresses reducing emissions from local sources of air pollution AND one goal that addressing improving health outcomes, based on local community or county Health Needs Assessment and Improvement Plans, or other relevant local health studies.	
5. Identify at least three (3) Goals for Expanding Economic Opportunity and Shared Prosperity, including one goal that addresses improved access to training opportunities and career pathways for low-income residents of the Project Area AND one goal that address the creation of high quality jobs for low-income residents of the Project Area.	
6. Include a description of additional, innovative Project Types that reduce GHGs, achieve public health and environmental benefits, and expand economic opportunity and shared prosperity.	
7. Present a Vision for multiple, integrated Project Types within the Project Area.	

II. Meet Eligible Applicant Requirements	
Criteria:	Yes/No
1. Meet Eligible Applicant requirements in Section II.A.1 of the guidelines.	
2. Submit draft Memorandum of Understanding for Collaborative Stakeholder Structure that identifies Lead Applicant and Co-applicants, lays out clear roles, responsibilities and relationships among all entities; clear decision making process; plan for accountability; engagement of Project Area residents and key stakeholders.	
3. Include letter or resolution from the public agency member and identify whether entity serving as Lead or Co-applicant.	
4. Capacity: <ul style="list-style-type: none"> <input type="checkbox"/> <u>Management:</u> Identify which entity – Lead Applicant or Co-applicant – will be responsible for leading the implementation of each proposed Project Type; provide evidence of the responsible lead entity successfully implementing similar projects in scope and size in California over the last ten years; provide documentation demonstrating that the lead entity completed similar projects on time and on budget; provide at least one reference for each of the Project Types that can speak to the quality and timeliness of the work completed by either the Lead or Co-applicants. 	

<ul style="list-style-type: none"> ❑ Financial: Demonstrate capacity to pay expenses prior to seeking reimbursement from the State. To demonstrate financial capacity, Applicants will be asked to provide all financial audits for the past three years, recent past organizational audits if available, and enforceable funding commitments for Project Types that have multiple sources of funding. 	
<p>5. Readiness:</p> <ul style="list-style-type: none"> ❑ Current readiness status of all proposed CCI Project Types and timeline of projected readiness. ❑ Indicate at least three (3) proposed CCI Project Types, comprising fifty (50) percent of total requested funds, which will meet corresponding readiness at the time the Full Application is submitted. ❑ If TCC Proposal includes a housing Project Type consistent with AHSC Program Guidelines, the Applicant demonstrates that the project will meet full readiness at the time the Full Application is submitted. 	

III. Meet Project Area Requirements	
Criteria:	Yes/No
<p>1. Project Area is no larger than approximately five-square miles.</p>	
<p>2. At least fifty-one percent (51%) of the geographic area of the Project Area overlaps with Census Tracts within the top five (5) percent of disadvantaged communities, per CalEnviroScreen 3.0. The remaining forty-nine percent (49%) or less of the geographic area of the Project Area overlaps with either a disadvantaged community (top 25 percent) CalEnviroScreen 3.0 <u>or</u> a low-income community as defined by AB 1550.</p>	
<p>3. Submit letter from local jurisdiction's Planning Department verifying that TCC Proposal is consistent with General Plan AND if applicable Specific Plan or Community Plan for Project Area adopted within the last ten (10) years (consistency with land use designations, building intensity, density, applicable goals, policies and programs).</p> <p>If the local jurisdictions General Plan AND other applicable Specific Plan or Community Plan have not been updated within the last ten (10) years, Applicants submitted a letter of support from the local jurisdictions Planning Department verifying the TCC Proposal is in compliance with the jurisdiction's local land use policies.</p>	
<p>4. Consistency with Climate Action Plan and/or established regional plans adopted by MPO, including Sustainable Communities Strategy adopted within the last ten (10) years.</p>	
<p>5. Consistency with the most recent Workforce Innovation and Opportunity Act Regional Plan.</p>	
<p>6. High Speed Rail (HSR) <i>Only for Applicants with planned HSR stations located along "Silicon Valley to Central Valley" corridor</i></p> <ul style="list-style-type: none"> ❑ Focus TCC Proposal on neighborhoods within boundaries of Specific Plans adopted since enactment of the City's last General Plan update or Specific Plans adopted by submittal of the Full Application. <p>Include multi-modal connectivity between the HSR station area and surrounding neighborhood.</p> <ul style="list-style-type: none"> ❑ Include complete streets, active transportation, parks and/or other open space amenities surrounding the HSR station area. ❑ Ensure affordable and mixed-income housing with connectivity and accessible to HSR station area. 	



IV. Transformative Requirements	
Criteria:	Yes/No
1. Track and Monitor GHG Emission Reductions, Community Benefits, and Other Indicators: Understands requirements and acknowledges ability to complete requirement.	
2. Avoid Displacement of Existing Households and Small Businesses: Responds to questions regarding the Displacement Avoidance Plan.	
3. Ensure Community Engagement: Provides narrative description of process used to complete Community Engagement Plan based on template provided.	
4. Leverage Funding: Provides list of potential sources of leverage funding that indicate ability to meet 50 percent match by submittal of Full Application.	
5. Climate Adaptation and Resiliency: Provides narrative description of climate change risks, exposures, and impacts on the community and infrastructure/natural systems.	

V. Budget and Work Plan	
Criteria:	Yes/No
1. Complete budget work plan template.	
2. Provide summary budget containing estimated total project costs and proposed sources of funding for each project type within the 3-year timeframe.	

Full Application

Those invited to submit Full Applications will further develop their Concept Proposals. Full Applications will be reviewed and evaluated by an interagency review panel.

1. Those invited to submit Full Applications must submit the following:
 - a. An MOU signed by the Lead Applicant and all Co-applicants that includes all elements listed under the Collaborative Stakeholder Structure, outlined in Section II.A.
 - b. Narrative description of the proposed Goals, Strategies and Project Types identified in the Concept Proposal.
 - c. An estimate of GHG emission reductions from all CCI Project Types, consistent with the Quantification Methodology developed by CARB.³⁷ The inputs and assumptions behind these calculations must be thoroughly documented as part of the application.
 - d. Detailed work plan and budget, including proposed sources of funding for each Project Type, as well as documents verifying readiness for each CCI Project Type.
 - e. Indicator Tracking Plan, as outlined in Section II.B.

³⁷ See California Air Resources Board website, Cap-and-Trade Auction Proceeds Quantification Materials, for more information <<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/quantification.htm>>.



- f. Displacement Avoidance Plan, as outlined in Section II.B.
 - g. Community Engagement Plan, as outlined in Section II.B.
 - h. Documentation to verify commitment of leveraged funds, either in the form of a letter or an adopted resolution from the entity providing funds that includes: the amount of funding, a description of intended use of funding, start and end date for funding, and whether funds are contingent on TCC grant award.
 - i. Climate adaptation and resiliency description, as outlined in Section II.B.
2. An interagency panel will convene to evaluate applications based on the scoring criteria detailed below.
 3. Following the initial Full Application review, members of the review panel will conduct site visits with each of the Applicants. During the site visit, Applicants will be asked to conduct a tour of the Project Area and to assemble members of the proposed Collaborative Stakeholder Structure for a question and answer session.
 4. After completing the site visits, the interagency panel will re-convene to make final recommendations based on the initial Full Application review and the site visit.
 5. Staff will finalize and prepare their award recommendations to present to the SGC Council Members for consideration of final approval.
 6. Staff recommendations will be made available for public review 10 days prior to the SGC public meeting, at which the Council will consider staff’s award recommendations.

Full Application Scoring Criteria

Full Applications will be evaluated and scored based on the following criteria.

I. Transformative Plan: Program Objectives	30 Points
Criteria: Greenhouse Gas Emission Reductions	20 Points
1. GHG Emission reduction estimates of top 3 CCI Project Types that meet readiness requirements at time of Full Application submittal.	
2. GHG Emission reduction estimates for all CCI Project Types that meet readiness requirements within 1-year timeframe.	
Criteria: Program Goals, Strategies and Project Types	10 Points
1. Applicant defined goals are specific, measurable, and achievable in time frame and reflect the needs of the Project Area identified through the community engagement process.	
2. Strategies selected to achieve Public Health and Environmental Benefits Goals will contribute to decreased local or regional air pollution and improved public health outcomes.	
3. Strategies selected to meet Expand Economic Opportunity and Shared Prosperity Goals will increase the number of high quality jobs and workforce training/pre-apprenticeship opportunities available for residents of the Project Area.	
4. Project Types are integrated to maximize GHG reductions, improve public health, provide environmental benefits, and expand economic opportunity and shared prosperity.	
5. Proposal includes more than three CCI Project Types that meet readiness criteria at the time of Full Application.	

6. Proposed Project Types Benefit Disadvantaged Communities.
7. Proposed Project Types demonstrate financial feasibility.
8. Proposal includes Leverage-Funded Project Types that are innovative and reduce GHGs, achieve public health and environmental benefits, and expand economic opportunity and shared prosperity.

II. Transformative Requirements	30 Points								
Criteria: Indicator Tracking Plan	5 Points								
1. Indicator Tracking Plan demonstrates that Lead Applicant is adequately able to track and monitor GHG emission reductions and other indicators.									
2. Applicant has identified methods they will use for tracking indicators for each Project Type.									
3. Indicator Tracking Plan has built-in costs associated with tracking data.									
Criteria: Displacement Avoidance Plan (DAP)	10 Points								
1. Includes comprehensive description of displacement vulnerability among existing households and small businesses.									
2. Proposal seeks to implement new policies to avoid displacement that align with risks identified in vulnerability assessment.									
3. Applicant has selected at least one (1) policy from at least three (3) of the policy categories listed in Table 2 to pursue to avoid displacement of existing households.									
4. Applicant has selected at least two (2) additional policies from either of the policy categories listed in Table 3 to pursue to protect small businesses from displacement.									
Criteria: Community Engagement Plan (CEP)	10 Points								
1. CEP presents clear plan used to identify needs of residents and key stakeholders from Project Area.									
2. Residents and key stakeholders were involved in the development and selection of Projects Types included in the Proposal. <ul style="list-style-type: none"> a. Indicators included: number of residents, key stakeholders, and small business owners that attended meetings; number of community meetings held; establishment of advisory body or steering committee; number of residents and key stakeholders involved in Collaborative Stakeholder Structure; number of residents/key stakeholders; number of community-based organizations engaged in process; number and description of community engagement strategies used to reduce barriers to participation; description of decision-making processes/bodies that include community representation; and number of residents, businesses, and non-profit/community leaders with clear role in decision making processes. 									
3. Provide detailed description and timeline of community engagement activities used for proposal development and proposed for project implementation.									
4. Applicants utilized at least three (3) of the recommended activities to inform community stakeholders about the TCC proposal development process and to solicit community stakeholder input: <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Public workshops/meetings</td> <td><input type="checkbox"/> Distributed flyers or other printed materials</td> </tr> <tr> <td><input type="checkbox"/> Door-to-door canvassing</td> <td><input type="checkbox"/> Outreach to existing community groups</td> </tr> <tr> <td><input type="checkbox"/> House meetings</td> <td><input type="checkbox"/> Surveys</td> </tr> <tr> <td><input type="checkbox"/> Established website and/or social media</td> <td><input type="checkbox"/> Focus groups</td> </tr> </table>	<input type="checkbox"/> Public workshops/meetings	<input type="checkbox"/> Distributed flyers or other printed materials	<input type="checkbox"/> Door-to-door canvassing	<input type="checkbox"/> Outreach to existing community groups	<input type="checkbox"/> House meetings	<input type="checkbox"/> Surveys	<input type="checkbox"/> Established website and/or social media	<input type="checkbox"/> Focus groups	
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<input type="checkbox"/> House meetings	<input type="checkbox"/> Surveys								
<input type="checkbox"/> Established website and/or social media	<input type="checkbox"/> Focus groups								

<p>5. Applicants utilized at least two (2) of the following activities to actively engage community stakeholders in proposal development:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Design charrettes <input type="checkbox"/> Community-based participatory research <input type="checkbox"/> Participatory budgeting <input type="checkbox"/> Convened advisory body or shared decision-making body <input type="checkbox"/> Established website and/or social media <input type="checkbox"/> Community benefits agreements <input type="checkbox"/> Additional activities to provide community stakeholders an opportunity to influence the TCC Proposal development 	
<p>6. Applicants propose to utilize at least four (4) of the following activities to actively engagement community stakeholders during implementation of TCC Plan:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public workshops/meetings <input type="checkbox"/> Door-to-door canvassing <input type="checkbox"/> House meetings <input type="checkbox"/> Established website and/or social media <input type="checkbox"/> Conduct surveys <input type="checkbox"/> Conduct focus groups <input type="checkbox"/> Sub-contract with community-based organizations to conduct outreach <input type="checkbox"/> Allocate staff positions focused on community engagement <input type="checkbox"/> Advisory body or shared decision-making body <input type="checkbox"/> Additional activities to provide community stakeholders an opportunity to influence the TCC Proposal development <input type="checkbox"/> Maintain community engagement throughout the TCC Implementation Plan 	
<p>Criteria: Climate Adaptation and Resiliency 5 Points</p>	
<p>1. Discuss how the Project Area will adapt and respond to the anticipated impacts of climate change and how the community will be engaged.</p>	
<p>2. Discuss actions that will be prioritized to reduce the community's vulnerability to climate change as a result of proposed Project Types, and address any unintended consequences that may inadvertently increase the community's vulnerability.</p>	

<p>III. Capacity to Implement 40 Points</p>	
<p>Criteria: Financial 10 Points</p>	
<p>1. Lead Applicant demonstrates the experience, financial stability and capacity to manage program funds from multiple sources.</p>	
<p>2. Applicant demonstrates stable funding sources to meet match requirement from more than one source.</p>	
<p>3. The Project achieves leverage funding beyond the fifty (50) percent match requirement.</p>	
<p>4. The proposed budget clearly shows how the grant funds will be spent. Costs are reasonable in proportion to the proposed deliverables. The budget demonstrates the distinction between funding for Project Types and activities ineligible for funding under CARB's Funding Guidelines.</p>	
<p>Criteria: Management and Organization 10 Points</p>	
<p>1. Lead Applicant demonstrates organizational capacity to implement TCC Proposal and has experience managing similar programs and has the ability to manage long-term grant implementation.</p>	
<p>2. Co-applicants demonstrate organizational capacity to support Lead Applicant in implementation of TCC Proposal.</p>	
<p>3. Public agency partner demonstrates a strong commitment to support the implementation of projects and policies included in the TCC Proposal.</p>	
<p>4. Work plan presents realistic timeframe to achieve goals.</p>	

Criteria: Community Engagement	20 Points
1. Lead Applicant and Co-applicants have established work history and/or experience working with one or more of the following areas: disadvantaged communities, housing and community development, economic development, environmental, and public health issues.	
2. Collaborative Stakeholder Structure is comprised of a diverse representation of residents and key stakeholders (i.e. labor unions, nonprofits, faith-based groups, community based organizations, academics, economic development institutions, workforce development groups, businesses, representatives from local School District, Community College District, and others).	
3. A signed Memorandum of Understanding for Collaborative Stakeholder Structure lays out clear roles, responsibilities and relationships among the Partners; clear decision-making processes; plan for accountability; engagement of Project Area residents and key stakeholders.	
4. The Community Engagement Plan discusses how Applicants propose to inform public of implementation progress and updates on program implementation.	

H. PRE-CONTRACT CONSULTATION

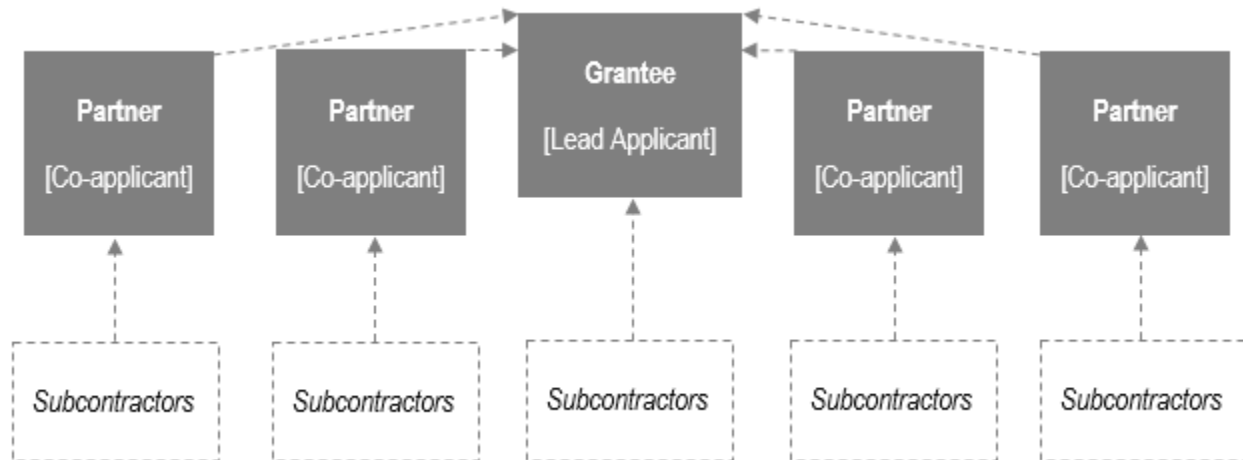
All selected Applicants will be required to participate in a Pre-contract Consultation phase prior to finalizing the contract agreement that outlines the contract terms. During this Pre-contract Consultation, the State will assist the selected Applicant and Co-applicants to refine the contract agreement and all accompanying attachments to comply with administrative, statutory, and TCC Program requirements. Specifically, the following will be finalized and agreed upon by the contracting parties, consistent with the requirements outlined in Appendix D for all selected Project Types that will be implemented as part of the TCC Plan:

1. Overall work plan, timeline, and budget including leverage funding;
2. Collaborative Stakeholder Structure and Memorandum of Understanding;
3. Community engagement activities;
4. Eligible/ineligible Project Types to be funded through TCC, including eligible/ineligible costs;
5. Additional necessary project information or supporting documentation;
6. Project accounting of funds;
7. Metrics and Indicator tracking;
8. Reporting process, including frequency and information; and
9. Project review and performance/non-performance corrective action.

I. IMPLEMENTATION CONTRACT ADMINISTRATION

Contracts will be executed between the State of California (State) and the Lead Applicant only. The Lead Applicant will be referred to as the “Grantee” and Co-applicants will be referred to as “Partners”. Diagram 2 illustrates the relationship between the Grantee and Partners.

Diagram 2: Grantee/Partner Relationship – Implementation Grants



The Grantee will be responsible for compiling and submitting all invoices and reporting documents for themselves and all Partners. Upon receipt of appropriate documentation, TCC funds will be paid to the Grantee, which will be responsible for dispersing payment to Partners, as approved by the State.

Contract Execution and Term

Contract Execution

1. The Grantee will be notified by the State if they have been selected for an Implementation Grant award.
2. After Grantee selection, the Grantee, Partners, and State will engage in a Pre-contract Consultation phase to finalize the contract. The State will assist the Grantee and Partners to refine the contract and all accompanying attachments to comply with all administrative, statutory, and TCC Program requirements.
3. During the Pre-contract Consultation phase, the Grantee must also work with a Third-Party Evaluator contracted by the State to identify additional Indicators for the Project Area.
4. After the contract and attachments have been finalized, the Grantee will follow provided instructions for signing all required documents. The Grantee must submit all supporting materials and a signed contract within the timeline provided in the instructions or risk forfeiting the grant award.

Contract Term

1. The contract term begins on the day the State and the Grantee have both signed the completed contract. The State will notify the Grantee and Partners when work may proceed.

2. The end of the contract term will be determined by the State based on the availability of TCC funds and the administrative requirements for liquidation. The contract term is approximately three years from the date of proposal selection, unless extended.

Eligible Costs

Administrative and direct costs will be reimbursable with TCC funds. Indirect costs will not be reimbursable, but may be counted towards the leverage funding requirement. Refer to the definitions below.

1. *Administrative costs may account for up to ten (10) percent of the awarded TCC funds.*³⁸ Administrative costs are defined as costs directly tied to the administration of the TCC grant. "Administration of the grant" may include, but is not limited to: activities required for coordinating the Grantee/Partner relationship, reporting, invoicing, etc. Administrative costs may include, but are not limited to: staff salaries and benefits, supplies, and other resources used to administer the grant. This definition supersedes any definition of administrative costs provided by other California Climate Investment programs, with the exception of the AHSC Program. See Appendix D.
2. *Direct costs will be reimbursable with TCC funds.* Direct costs are defined as costs directly tied to the implementation of the contract. Direct costs will vary depending on Project Type. Grantees should refer to Appendix D for eligible cost requirements for each California Climate Investment program and Project Type.
3. *Indirect costs are not reimbursable with TCC funds but may account for up to ten (10) percent of the Leverage Funding requirement.*³⁹ Indirect costs are defined as expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not directly tied to the grant but are necessary for the general operation of the organization. Examples of indirect costs may include, but are not limited to: salaries and benefits of employees not directly assigned to a project, but providing general support services such as personnel, business services, information technology, janitorial, and overhead such as rent, utilities, supplies, etc. This definition supersedes any definition of indirect costs provided by other California Climate Investment programs, with the exception of the AHSC Program.

During the Pre-contract Consultation phase, the State will assist the Grantee to ensure that all costs outlined in the budget are eligible for either reimbursement or leveraged funds. Costs related to community engagement, outreach, and workforce development may be allowed on a case-by-case basis, to be determined during the Pre-contract Consultation phase. (See Appendix H and Appendix I for criteria that will be used to make this determination.)

Disbursement and Accounting of Funds

1. Funds cannot be disbursed until the contract has been fully executed.
2. Only eligible costs approved during the Pre-contract Consultation and incurred during the contract term will be reimbursable.

³⁸ "Administrative costs may account for up to 10 percent of the awarded grant." For example if the grant award is \$70 million, the grantee may request reimbursement for up to \$7 million of administrative costs.

³⁹ "Indirect costs are not reimbursable under the grant but may account for up to 10 percent of the Leverage Funding requirement." For example, if the grantee is required to provide \$35 million of match funding, indirect costs may account for up to \$3.5 million.

3. Based on the Project Type, funds may be disbursed through different mechanisms, including, but not necessarily limited to loans and reimbursement-based invoices. The disbursement process and schedule for all Project Types will be finalized during the Pre-contract Consultation phase.
 - i. For Affordable Housing Development Project Types that include Affordable Housing Development (AHD) Capital Projects, funds will be provided as a secured loan for permanent financing to the sponsor of the Affordable Housing Development and pursuant to the same underwriting requirements and loan terms as the Affordable Housing and Sustainable Communities program. Funds for AHSC Project Types that include Sustainable Transportation (STI) Capital Projects, Transportation Related Amenities (TRA), Housing Related Infrastructure Capital Projects (HRI), and Programs (PGM) will be disbursed as reimbursable grants.
4. The Grantees must compile supporting documentation for all contract-related expenses for themselves and all Partners.
 - i. TCC Funds: Supporting documentation for the use of grant funds must be submitted to the State. Invoices without adequate supporting documentation may not be paid.
 - ii. Leveraged Funds: The Grantee must retain supporting documentation of leveraged funds that will be made available to the State upon request.
5. Acceptable forms of supporting documentation will be finalized during the Pre-contract Consultation.
6. The State may withhold ten (10) percent of invoice, to be paid once the State has determined that the contract terms have been fulfilled.
7. Reimbursement may be subject to an on-site inspection.

Reporting Requirements

The Grantee will be subject to the following reporting requirements:

1. California Air Resources Board: The Grantees must adhere to the reporting requirements outlined by CARB in the Funding Guidelines to Agencies that Administer California Climate Investments.⁴⁰ These requirements vary by Project Type and are outlined in Appendix D. Note: Applicants should be aware that CARB is currently updating the Funding Guidelines and there may be changes to reporting requirements in the future.
2. Additional Indicators: The Grantee must work with a Third-Party Evaluator to track additional indicators (see Appendix E). Indicators and reporting intervals will be finalized during the Pre-contract Consultation phase.
3. Leveraged Funds: The Grantee must report the expenditure of leveraged funds on a quarterly basis.

⁴⁰ Funding Guidelines for Administering Agencies. California Air Resources Board.
<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/fundingguidelines.htm>

4. Quarterly and Annual Progress Reports: The Grantee must provide progress reports regarding the implementation of the approved work plan. Progress reports may vary based on Project Type.
5. Program Framework: The Grantee must report on the progress of Goals identified for each Strategy.
6. Transformative Requirement Reports: The Grantee must report on the implementation of the Community Engagement Plan and Displacement Avoidance Plan.

Reporting templates will be finalized prior to executing the contract.

Review and Performance

Review and Audit Procedures

The State has the right to review project records, conduct audits, and perform site visits during the project implementation and quantification periods.⁴¹ This right shall extend to all Partners and subcontractors, and the Grantee shall include provisions ensuring such access in all contracts or subcontracts.

Grantees need to maintain copies of project records for at least three (3) years after the "Project Closeout" report or final "Phase 2" report is submitted. See Appendix D for reporting requirements.

Remedies for Non-Performance

The State has the discretion to determine if the Grantee or Partners have performed in accordance with program requirements, the contract, or any other legally binding agreements. Examples of non-performance include, but are not limited to: misuse of funding for ineligible expenses, failure to comply with program guidelines or requirements, inability to meet performance requirements or schedule milestones, and failure to comply with the terms and conditions identified in legal agreements governing the grant award.

If the State determines that the Grantee or Partners have not performed in accordance with program requirements, the contract, or any other legally binding agreements governing the grant award, the Grantee will be notified and provided instructions and a timeline to rectify all cases of non-performance. The State may withhold any payments due the Grantee until the Grantee brings the project back into full compliance. Should the Grantee or Partners fail to come back into compliance, the State may terminate the contract or any other legally binding agreement governing the grant award at any time upon 30 days of written notice to the Grantee.

⁴¹ The quantification period is the timeframe during which GHG emissions must be estimated and varies for each CCI program and Project Type. It is defined in each of CARB's quantification methodologies for estimating greenhouse gas reductions and typically covers the period of time during which greenhouse gas reductions are reasonably expected to occur, or the over which greenhouse gas reductions can be calculated and validated.

III. PLANNING GRANT PROGRAM REQUIREMENTS

Through a complimentary process, the SGC will award approximately \$1.5 million for Planning Grants in up to ten (10) communities. Funding for this program was allocated from the SGC's Sustainable Communities Planning Grants and Incentives Program, which is funded through Proposition 84. The Planning Grants are intended to fund planning activities in disadvantaged communities that may be eligible for future TCC Implementation Grants⁴², or other California Climate Investment programs. Planning activities should focus on responding to planning issues or priorities that directly benefit vulnerable communities⁴³, and that are defined either within an existing regional or local plan, or further the development of an area to be eligible to apply for a future TCC Implementation Grant. Individual Planning Grants will total up to \$250,000 and the grant term will be approximately one year, unless extended.

A. APPLICANT AND PLANNING AREA REQUIREMENTS

1. Eligible Applicants who may compete in the Planning Grants program include cities, counties, metropolitan planning organizations, joint powers authorities, regional transportation planning agencies, councils of government, or combinations thereof are eligible to apply. The SGC strongly encourages submittal of proposals comprised of meaningful, actionable internal and external collaboration that demonstrates a commitment to the proposal from multiple organizations.
2. There must be at least two (2) joint Partners on the project. Priority in scoring will be given to Applicants that are able to demonstrate strong and diverse partnerships, including with community-based organizations and other stakeholder groups.
3. Applicants must define a Planning Area comprised of Census Tracts that rank within the top twenty-five (25) percent disadvantaged communities, per CalEnviroScreen 3.0. Planning Areas may be located in either an incorporated city or an unincorporated area of a county. Applicants will be required to submit a map of the Planning Area that will be the focus of the application's activities. Refer to Appendix B for more information about the TCC Mapping Tool.
4. To demonstrate how planning activities will be focused on eligible disadvantaged communities, the Applicant should propose planning activities that are consistent with a regional plan, such as a Sustainable Communities Strategy, as well as with a local planning document (e.g., a General Plan, Specific Plan, Community Plan area, zoning code update, a Regional Transportation Plan, or Climate Action Plan).

B. PROGRAM OBJECTIVES

1. Applicants must explain how the proposed planning activities will advance the objectives prioritized in local adopted plans and promote the Transformative Climate Communities Program's Primary Objectives, See Section II. D.
2. Applicants must indicate which of the SGC's sustainable communities objectives will be advanced through the Applicant's planning activities (using the list below), and briefly explain how the planning activities will further each of the objectives selected:

⁴² Communities selected for a TCC Planning Grant are not guaranteed eligibility for future TCC Implementation Grants or other CCI programs.

⁴³ See Appendix A for the definition vulnerable communities/populations.

- a. Improves air quality and water quality;
 - b. Improves natural resource protection;
 - c. Increases the availability of affordable housing by accommodating an adequate supply of housing for all income levels;
 - d. Improves transportation that supports improved mobility and reduces dependency on single-occupancy vehicle trips;
 - e. Meets GHG emission reduction goals;
 - f. Strengthens community resiliency to the impacts of climate change;
 - g. Encourages sustainable land use planning and efficient land use patterns;
 - h. Revitalizes urban and community centers;
 - i. Reduces development impacts on valuable farmland, natural resources, and air quality;
 - j. Increases water and energy conservation and efficiency;
 - k. Promotes a prosperous economy; and
 - l. Promotes safe, healthy, sustainable, and vibrant neighborhoods.
3. Applicants must explain how the planning process furthers a neighborhood's ability to meet one or more of the Implementation Grant's Transformative Requirements, See Section II.B, should that neighborhood decide to apply for an Implementation Grant in the future. Specifically, Applicants will describe how engaging in a particular task will:
- a. Consider the risks, and develop potential policies and programs to avoid displacement of the neighborhood's current residents and businesses.
 - b. Design or enhance innovative and meaningful community engagement programs and practices that are built upon the input and expertise of community stakeholders – including local public agencies, community-based organizations, workforce development boards, and other stakeholders.
 - c. Enhance potential to secure leverage funds.
 - d. Address GHG emissions reduction opportunities such as energy efficiency, VMT reduction, or other strategies, including opportunities through CCI programs.
 - e. Identify the impacts of climate change risks and exposures on the community, including vulnerable populations, and infrastructure/natural systems, and describe measures that will be taken to adapt and respond to anticipated impacts.
4. Applicants must demonstrate consistency with the State's Planning Priorities, summarized below, and identified in Section 65041.1 of the Government Code. These priorities are intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety in the state, including urban, suburban, and rural communities.
- a. Promote infill development and equity by rehabilitating, maintaining, and improving existing infrastructure.
 - b. Protect, preserve, and enhance environmental and agricultural lands and natural and recreational resources.
 - c. Encourage location- and resource-efficient new development.

C. APPLICATION AND SCORING

Application Submission Requirements

1. A proposed budget and timeline accompanied by a description of all planning activities to be completed.
2. A joint work plan that includes:
 - a. Identification of a Lead Applicant and Co-applicants,
 - b. Summary of the project tasks to be performed by the Lead Applicant and Co-applicants,
 - c. Letters of intent detailing each Co-applicant’s participation in proposed activities, and
 - d. Letters of support from the adopting agency of the plan to be implemented and local and/or regional governments and agencies that will be involved in the planning process.

Scoring Criteria

1. Applications will be scored based on the extent to which the proposed planning activities will accomplish plan objectives, satisfy State planning priorities and objectives established by the SGC, and increase the likelihood that Applicants will be competitive for future Implementation Grant funding.
2. Applications will be evaluated and scored based on the following criteria.

Planning Grants Scoring Criteria	100 Points
Criteria: Program Objectives and Transformative Requirements	80 Points
1. Whether the Applicant provides a suitable regional and/or local plan to define the Planning Area, or and indicates which neighborhoods within the Planning Area will be the focus of planning activities.	
2. Extent to which the proposed planning activities focus on improving outcomes for vulnerable residents within the Planning Area comprised of disadvantaged Census Tracts that rank within the top twenty-five (25) percent of CalEnviroScreen 3.0.	
3. Extent to which the proposed planning activities will advance the SGC’s sustainable communities objectives.	
4. Extent to which the proposed planning activities are consistent with the state’s Planning Priorities, including promoting infill development, preserving agricultural lands, and encouraging location and resource-efficient new development.	
5. Extent to which the proposed planning activities will assist the Applicant in meeting the TCC Implementation Grant requirements related to leverage funding .	
6. Extent to which the proposed planning activities will assist the Applicant in meeting the TCC Implementation Grant requirements related to displacement .	
7. Extent to which the proposed planning activities will assist the Applicant in meeting the Implementation Grant requirements related to community engagement .	
8. Extent to which the proposed planning activities will increase the potential for future GHG emissions reduction opportunities .	
9. Extent to which the proposed planning activities will assist the Applicant in meeting the TCC Implementation Grant requirements related to climate adaptation and resiliency .	
Criteria: Organizational Capacity	20 Points
10. Extent to which the Applicant demonstrates readiness and capacity to implement the proposed work on time and within budget.	
11. Extent to which the Applicant proposes strong and diverse partnerships for implementing the planning activities.	

D. EXAMPLES OF ELIGIBLE PROJECTS

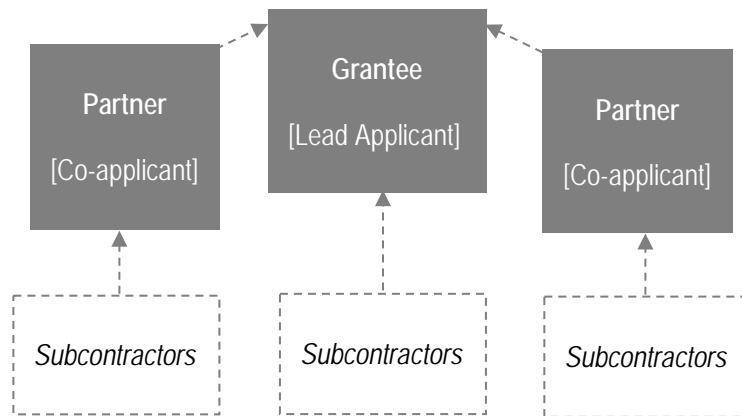
Proposals should implement specific identifiable actions found in an adopted land use plan. These activities may include but are not limited to:

1. Evaluating, updating, and streamlining various policies and codes currently enforced by the Planning Department and other local departments (e.g., public works, health and safety, fire, parks and open space, etc.).
2. Completing fiscal analyses and studies, such as conducting a fiscal impact analysis to understand long-term service costs of future development, and determine fee structures.
3. Building capacity both internally, among staff and departments, as well as externally, among stakeholders including the development of collaboratives and partnerships that connect land use development with environmental, economic and social justice priorities.
4. Preparing climate action and climate adaptation plans.
5. Designing or enhancing community engagement that results in innovative and meaningful programs and practices built upon the input and expertise local public agency staff, community-based organizations, workforce development boards, and overburdened individuals and groups.

E. PLANNING GRANT ADMINISTRATION

Grant agreements will be executed between the Department of Conservation (Department) and the Lead Applicant only. The Lead Applicant will be referred to as the “Grantee” and Co-applicants will be referred to as “Partners”. Diagram 3 illustrates the relationship between the Grantee and Partners.

Diagram 3: Grantee/Partner Relationship – Planning Grants



The Grantee will be responsible for compiling and submitting all invoices and reporting documents for themselves and all Partners. Grantees will submit for reimbursements to the Department based on payments made by themselves and their Partners.

Grant Execution and Term

1. The Grantee will be notified by the State if they have been selected for a grant award.
2. After the grant agreement and attachments have been finalized, the Grantee will follow provided instructions for signing all required documents. The Grantee must submit all supporting materials and a signed grant agreement within the timeline provided in the instructions or risk forfeiting the grant award.
3. The grant term begins on the day the Department and the Grantee have both signed the completed grant agreement. The Department will notify the Grantee and Partners when work may proceed.
4. The end of the grant term will be determined by the State based on the availability of grant funds and the administrative requirements for liquidation. The anticipated grant term is approximately one year, unless extended.

Eligible Costs

Direct costs and administrative costs incurred during the grant term and specified in the grant agreement will be eligible for reimbursement. Indirect costs are not eligible. Direct costs may include, but are not limited to: personnel, supplies, or travel expenses directly tied to the implementation of the grant. Administrative costs may include, but are not limited to staff salaries and benefits, supplies, and other resources used to administer the grant. "Administration of the grant" may include, but is not limited to: activities required for coordinating the Grantee/Partner relationship, reporting, invoicing, etc.

Travel reimbursements must adhere to the State rates and conditions established on the CalHR website⁴⁴, with the exception of "Incidentals" and out of state travel, which will not be reimbursable under this grant.

Indirect costs are not eligible for reimbursement. Indirect costs are defined as expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not directly tied to the grant but are necessary for the general operation of the organization. Examples of indirect costs may include, but are not limited to: salaries and benefits of employees not directly assigned to a Project, but providing general support services such as personnel, business services, information technology, janitorial, and overhead such as rent, utilities, supplies, etc.

Prior to executing the grant agreement, the Department will work with the Grantee to ensure that all costs included in the Budget are eligible for reimbursement.

Payment and Accounting of Grant Funds

1. Grant funds cannot be disbursed until the grant has been fully executed.
2. Only approved and eligible costs incurred during the grant term will be reimbursable.
3. Project invoices will be submitted to the Department by the Grantee on a quarterly basis.

⁴⁴ Travel Reimbursements. CalHR. <<http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>>

4. The Grantee will be responsible for compiling supporting documentation from all Partners before submitting to the Department. Invoices without adequate supporting documentation for all costs will not be paid.
5. Supporting documentation may include, but is not limited to: purchase orders, receipts, progress payments, subcontractor invoices, time cards, etc.
6. Each invoice must be accompanied by appropriate quarterly reporting materials.
7. Payments are made on a reimbursement basis; advance payments are not allowed. The Grantee and Partners must have adequate cash flow to pay all grant-related expenses prior to requesting reimbursement from the Department.
8. The Department will withhold 10 percent of each invoice, to be paid once the State has determined that the grant terms have been fulfilled.

Reporting Requirements

The Grantee will be required to submit progress reports on a quarterly basis. These narrative reports will describe project implementation in relation to the approved work plan and budget.

The Grantee will also be required to submit a final report that summarizes tasks and deliverables completed during the grant term.

Reporting templates will be finalized prior to executing the grant agreement.

State Audit and Accounting Requirements

Audit Requirements

Funded proposals are subject to audit by the State of California at least annually and for three (3) years following the final payment of grant funds. If the proposal 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 proposal for which the funds were granted.

The Grantee must have the proposal 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:

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

Records Retention

Proposal records must be retained for a period of three (3) years after final payment is made by the State. All proposal 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 proposal completion and one year following an audit. A proposal is considered complete upon receipt of final grant payment from the State.

Remedies for Non-performance

The State has the discretion to determine if the Grantee or Partners have not performed in accordance with program requirements, the grant agreement, or any other legally binding agreements governing the grant award. Examples of non-performance include, but are not limited to: misuse of funding for ineligible expenses; failure to comply with program guidelines or requirements; inability to meet performance requirements or schedule milestones; and failure to comply with the terms and conditions identified in legal agreements governing the grant award.

If the State determines that the Grantee or Partners have not performed in accordance with program requirements, the grant agreement, or any other legally binding agreements governing the grant award, the Grantee will be notified and provided instructions and a timeline to rectify all cases of non-performance. The State may withhold any payments due the Grantee until the Grantee brings the project back into full compliance. Should the Grantee or Partners fail to come back into compliance, the State may terminate the grant agreement or any other legally binding agreement governing the grant award at any time upon 30 days written notice to the Grantee.



IV. TECHNICAL ASSISTANCE AND SUPPORT

The SGC recognizes that the State's most disadvantaged and low-income communities may lack the capacity and institutional resources to seek competitive grants, and may not be prepared to apply to the Program or to develop and implement TCC Proposals. To support the development of competitive applications for the Program, the SGC will offer Technical Assistance (TA) to eligible Applicants for the TCC Implementation Grants in three phases:

Phase 1: Concept Proposal

Phase 2: Full Application

Phase 3: Implementation

All TA will be provided through third-party Technical Assistance Providers selected by the SGC. Concept Proposal TA is optional. Full Application TA and Implementation TA are required for those Applicants invited to Full Application and for those who receive Implementation Grants, respectively. Receiving Concept Proposal TA and/or Full Application TA does not guarantee that an Applicant will be awarded an Implementation Grant.

Additionally, training to fill out the FAAST application during the Concept and Full Application phases will be provided by the California State Water Board.

A. PHASES FOR TECHNICAL ASSISTANCE

Phase 1: Concept Proposal

During the first phase of TA, the SGC's goal is to help Applicants understand the application process and to develop competitive Concept Proposals. Technical Assistance for this phase will be available starting in the late summer of 2017 until the submission of Concept Proposals. To be eligible to receive Concept Proposal TA, Applicants must demonstrate they can meet the Applicant and Project Area Requirements, outlined in Section II.A, by the deadline to submit Concept Proposals.

Applicants interested in receiving Concept Proposal TA must respond to the online questionnaire posted on the SGC's website by the deadline of September 4, 2017. SGC staff will review the responses and schedule an initial phone consultation between SGC staff, the TA provider, and the TCC Applicant to further assess the Applicant's eligibility and TA needs. Applicants who demonstrate that they meet eligibility requirements by the deadline to submit Concept Proposals will be able to work with the TA Provider to identify areas of support to help them strengthen a Concept Proposal by the Program deadline. Concept Proposal TA activities may include, but are not limited to:

- Direct application assistance, including review of responses and application coordination;
- Identification of Project Types and support on integration of Project Types;
- Assessment of readiness;
- Geographic Information System (GIS) mapping assistance;
- Identification of potential sources of leverage funding; and
- Assistance meeting Transformative Requirements.

Phase 2: Full Application

Applicants selected to submit Full Applications are required to receive TA. Full Application TA activities include, but are not limited to:

- Quantification of GHG reductions;
- Direct application assistance, including review of responses and application coordination;
- Financial analysis and budget development;
- Identification of Project Types, integration of Project Types, and cost estimates;
- Assessment of project readiness; and
- GIS mapping assistance.

Phase 3: Implementation

Applicants awarded Implementation Grants will receive Implementation TA and other technical support from representatives of the SGC, the Department, CARB and other State entities throughout the implementation of their TCC Proposal for a timeframe to be determined by the SGC. Implementation TA activities include, but are not limited to:

- Finalization of TCC Proposal scope;
- Finalization of Indicator Tracking Plan to track GHGs and other required Indicators;
- Finalization of Community Engagement Plan;
- Finalization of Displacement Avoidance Plan; and
- Implementation of Project Types.

Additional support conducted by the SGC may include but is not limited to: assistance in attracting and leveraging additional financing, assistance developing and promoting workforce and economic development, and assistance strengthening organizational capacity to integrate implementation efforts.

V. APPENDICES

- A. Terms and Definitions
- B. TCC Mapping Tool for Eligible Project Areas and Planning Areas
- C. California Climate Investment Programs
- D. TCC Funded Project Types, Eligibility, and Requirements by CCI Program
- E. Additional Indicators and Leverage-Funded Project Type Examples
- F. Other State Funding and Resources
- G. Guidance on Requirements for AHSC Project Types included in TCC Proposals
- H. Criteria for Determining Community Engagement and Outreach Costs Eligible for TCC Funds
- I. Criteria for Determining Workforce Development, Training, or Educational Program Costs Eligible for TCC



Appendix A: Terms and Definitions

Administrative Costs	Costs directly tied to the administration of the TCC grant. “Administration of the grant” may include, but is not limited to: activities required for coordinating the Grantee/Partner relationship, reporting, invoicing, etc. Administrative costs may include, but are not limited to: staff salaries and benefits, supplies, and other resources used to administer the grant. This definition supersedes any definition of administrative costs provided by other California Climate Investment programs, with the exception of the AHSC Program.
Applicant(s)	Applicants are entities that apply for TCC grants and may include but are not limited to: community-based organizations, local governments, nonprofit organizations, philanthropic organizations and foundations, faith-based organizations, coalitions or associations of nonprofit organizations, community development finance institutions, community development corporations, joint powers authorities, and/or tribal governments. Lead Applicants and Co-Applicants are collectively referred to as “Applicants.” See definitions for “Lead Applicant” and “Co-applicant”.
Application or Grant Application	An online form to apply for TCC grants that can be accessed via the Financial Assistance Application Submittal Tool (FAAST).
Awarded	An agency commits funding to implement greenhouse gas reduction projects (e.g., executed a contract with a grantee; transferred funds to another agency or program administrator).
CARB	The California Air Resources Board was established by the California Legislature in 1967 to attain and maintain healthy air quality, conduct research into the causes of and solutions to air pollution, and implement measures to reduce air pollution caused by motor vehicles, the major cause of air pollution in the State. CARB provides funding guidance to state agencies that implement California Climate Investment programs, such as the TCC Program.
California Climate Investments (CCI)	Programs funded through the Greenhouse Gas Reduction Fund using auction proceeds from the Cap-and-Trade Program and administered by state agencies in transportation, energy, natural resources, and waste sectors. These programs fund projects that provide greenhouse gas reductions and other important co-benefits to California, including benefits to residents of disadvantaged communities, low-income communities, and low-income households.
Climate Adaptation	Adaptation to climate change refers to adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities. ⁱ
Climate Resiliency	Resiliency as it relates to climate change is the capacity of any entity – an individual, a community, an organization, or a natural system – to prepare for disruptions, to recover from shocks and stresses, and to adapt and grow from a disruptive experience ⁱⁱ .
Co-applicant	Entities other than the Lead Applicant that enter into a partnership with other organizations for the purpose of applying for a TCC grant.
Community-based Organizations	A public or private nonprofit organization of demonstrated effectiveness that is representative of a community or significant segments of a community, and provides educational or related services to individuals in the community. ⁱⁱⁱ
Community Engagement	The process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those



Appendix A: Terms and Definitions

people.^{iv}

Concept Proposal

Initial application to apply for the Implementation Grant. This is the first phase of a two phase application process.

Direct Costs

Costs directly tied to the implementation of the TCC grant. Direct costs will vary depending on Project Type. Direct costs will be reimbursable under the grant. For Implementation Grants, Applicants should refer to Appendix D for eligible cost requirements for each California Climate Investment program and Project Type. For Planning Grants, Applicants should refer to Section III.E, Planning Grant Administration.

Displacement

Residential displacement is considered to be occurring when households are forced to move from, or are prevented from moving into a project area, which was previously accessible to them due to conditions that:

- a. Are beyond the reasonable ability of households to control or prevent (e.g., rent increases);
- b. Occur despite households having met all previously imposed conditions of occupancy; and
- c. Make continued occupancy by households impossible, hazardous, or unaffordable.

Displacement can result from gentrification when neighborhoods become financially out of reach for people or can occur at earlier stages through disinvestment, increasing vacancies and facilitating demographic turnover.^v

Displacement manifests itself in many forms, from physical (i.e., evictions or service disruption) to economic (i.e., very high and/or frequent rent increases and sharp increases in housing costs relative to comparable neighborhoods).

Enforceable Funding Commitments

A funding requirement for AHSC project types. These project types must demonstrate a level of committed funding that is 0.90 or greater by the following equation:

$$\frac{AHSC\ component\ funds\ requested + Enforceable\ Commitments\ (EFCs) - Deferred\ Costs}{Total\ Development\ Cost - Deferred\ Costs}$$

Full Application

Second phase of the Implementation Grant application process, following Concept Proposal. Applicants who successfully meet requirements at the Concept Proposal will be invited to submit a Full Application.

Goals

The specific target or achievement toward which efforts are directed. Goals must be developed and proposed by Implementation Grant applicants relative to meeting all three TCC Objectives.

Grant Agreement

Arrangement between the State and grantee specifying the payment of funds to be used for grants and/or loans, or a combination by the State for the performance of specific TCC Program Objectives within a specific grant performance period by the grantee.

Grantee

Designated Lead Applicant that has an agreement for grant funding with the State.

Greenhouse Gases (GHG)

Any gas that absorbs infrared radiation in the atmosphere. Greenhouse gases include, but are not limited to, water vapor, carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrochlorofluorocarbons (HCFCs), ozone (O₃), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), and sulfur hexafluoride (SF₆).



Appendix A: Terms and Definitions

Greenhouse Gas Reduction Fund (GGRF)	Fund established via SB 1018 to receive the State’s portion of proceeds from the quarterly Cap-and-Trade auctions.
High Quality Jobs	Job quality varies across industry, occupation, and region. Indicators of high quality jobs include: decent wages (family-sustaining jobs with prevailing wage or entry-level work with clearly defined routes to advancement into higher-wage jobs), benefits (like paid sick and vacation), adequate hours and predictable schedules, access to training, occupational health and safety, worker representation or right to organize, and no employer or subcontractor record of wage theft or other violations of labor law.
Implemented	Final funding recipient receives funds and the project has attributable GHG and disadvantaged and low-income community benefits to the Project Area.
Implementation Grant	Fund for the development of neighborhood-level proposals, which include multiple, coordinated greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits.
Indicators	Quantitative measures, including project-related metrics that show changes in conditions over a period of time.
In-direct Costs	Expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not directly tied to the grant but are necessary for the general operation of the organization. Examples of indirect costs may include, but are not limited to: salaries and benefits of employees not directly assigned to a project, but providing general support services such as personnel, business services, information technology, janitorial, and overhead such as rent, utilities, supplies, etc. This definition supersedes any definition of indirect costs provided by other California Climate Investment programs, with the exception of the AHSC Program.
In-kind Goods and Services	Non-cash donations from governmental or private sources, and includes volunteer labor, materials and services.
Lead Applicant	An entity that enters into a partnership with other organizations for purpose of applying for a TCC grant and has been designated as the lead organization for the partnership.
Lead Entity	The Lead Applicant or Co-Applicant responsible for leading the implementation of a specific Project Type.
Memorandum of Understanding (MOU)	An MOU is an agreement between two parties that is not legally binding, but which outlines the responsibilities of each of the parties to the agreement. An MOU is often the first step toward creating a legally binding contract.
Multi-stakeholder Partnerships	An association of stakeholders joined as partners to collectively develop a TCC Proposal. This association must be coordinated by a Lead Applicant and governed by a collaborative governance structure.
Nonprofit Organizations	Any nonprofit corporation qualified to do business in California, and qualified pursuant to subdivision (c)(3) under Section 501 of the Internal Revenue Code.
Objectives	Objectives are statements that describe the desired outcomes of the program.



Appendix A: Terms and Definitions

Operational	Project has reached a specified milestone and benefits from the investment are accruing.
Participatory Budgeting (PB)	Participatory Budgeting (PB) is a democratic approach to public spending that meaningfully and deeply engages people in government and the community. During PB, community members democratically decide how to spend part of a public budget, enabling them to make the fiscal decisions that affect their lives and the health of their communities. In the process, the community identifies priority needs and develops a range of alternatives to address those needs. PB is especially appropriate in low-income communities and communities of color that have been traditionally disenfranchised from transportation decision making processes. More information on PB process and resources can be accessed at: https://www.participatorybudgeting.org/what-is-pb .
Partner	Entities other than the grantee that enter into a partnership with the grantee and other organizations for the purpose of implementing TCC grant activities.
Planning Grant	Fund for planning activities that implement local and regional land use plan and foster the development of sustainable communities. These activities are intended to support communities to become eligible for future implementation grant awards.
Planning Area	Refers to the boundary for Planning Grants. Planning Areas must be comprised of Census Tracts that rank within the top 25 percent of disadvantaged communities per CalEnviroScreen 3.0. Planning Areas may be located in either an incorporated city or unincorporated area of a county.
Pre-contract Consultation	Prior to execution of the standard agreement, period where terms and conditions of the standard agreement are determined and finalized.
Project Area	Refers to the boundary for Implementation Grants. A contiguous area that is no larger than approximately five-square miles and is within one incorporated city's jurisdiction. At least 51% of the Project Area must overlap census tracks within the top 5 percent of disadvantaged communities identified per CalEnviroScreen 3.0. The remaining area (49 percent or less) must be within the top 25 percent of disadvantaged communities or a low-income community as defined by AB 1550.
Project Type	An attribute that defines the purpose of a project as reflected in a proposal or scope of work.
Public Agency	A local or regional agency, such as a county, city, city and county, municipal corporation, district, metropolitan planning organization, joint powers authority, regional transportation planning agency, council of government, school district, political subdivision, or any board, commission or agency thereof, other local public agency, or entities that are legislative bodies of a local agency pursuant to subdivisions (c) and (d) of Section 54952 of the California Government Code.
Quantification Period	The quantification period varies for different administering agencies and CCI programs, as defined in CARB's quantification methodologies for estimating greenhouse gas reductions for CCI program. For California Climate Investments, the quantification period typically covers the period of time during which GHG reductions are reasonably expected to occur, or the over which GHG reductions can be calculated and validated.
Select(ed)	Agency has announced funding recipients prior to executing grant agreements, but has not yet "awarded" funds.



Appendix A: Terms and Definitions

Site Control	Applicant and/Co-applicant owns the project land or has other legal long-term interest with the landowner giving permission to develop the project and provide long-term maintenance, as applicable, satisfactory to the State.
Small Business	<p>In order for a small business to be eligible for certification, the small business must meet the following requirements: Be independently owned and operated; not be dominant in its field of operations; have its principal office located in California; have the owners (or officers, if a corporation) domiciled in California; and including affiliates, be either:</p> <ul style="list-style-type: none"> • A business with 100 or fewer employees; with average annual gross receipts of \$15 million or less, over the last three tax years; • A manufacturer* with 100 or fewer employees; or • A microbusiness - A small business will automatically be designated as a microbusiness if gross annual receipts are less than \$3,500,000, or the small business is a manufacturer with 25 or fewer employees <p>*For Small Business Certification purposes, a manufacturer is a business that is both of the following: Primarily engaged in the chemical or mechanical transformation of raw materials or processed substances into new products, and classified between Codes 31 to 339999, inclusive, of the North American Industrial Classification System (NAICS) Manual, published by the United States Census Bureau, 2007 edition.</p>
State	Refers to the California Air Resources Board, the Strategic Growth Council, the Department of Conservation, and any other state agency, and/or their representatives.
Strategies	A plan of action or policy intended to achieve a particular outcome.
Strategic Growth Council (SGC)	<p>The Strategic Growth Council (SGC) administers the TCC Program. The SGC was established by Senate Bill 732 (Steinberg), and is charged with four main tasks to encourage the development of sustainable communities. These tasks include the following:</p> <ul style="list-style-type: none"> • 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, increase the availability of affordable housing, improve transportation, meet the goals of the California Global Warming Solutions Act of 2006 and the strategies and priorities developed in the State's climate adaptation strategy, known as the Safeguarding California Plan, encourage sustainable land use planning, and revitalize urban and community centers in a sustainable manner. • Recommend policies and investment strategies and priorities to the Governor, the Legislature, and to appropriate state agencies to encourage the development of sustainable communities. • Provide, fund and distribute data and information to local governments, and regional agencies that will assist in developing and planning sustainable communities. • Manage and award grants and loans to support the planning and development of sustainable communities.
Technical Assistance (TA)	Aid and support provided to applicants to facilitate development, selection and implementation of TCC Proposals.



Appendix A: Terms and Definitions

Transformative Climate Communities (TCC) Plan	Neighborhood-level community plans, which include multiple, coordinated greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits
TCC Proposal	Overall vision and conceptual plan proposed for implementation through the TCC Program, including concept and full application materials and documentation.
TCC Program	Assembly Bill 2722 established the TCC Program, administered by the Strategic Growth Council, to “fund the development and implementation of neighborhood-level transformative climate community plans that include multiple, coordinated greenhouse gas emissions reduction projects that provide local economic, environmental, and health benefits to disadvantaged communities as described in Section 39711 of the Health and Safety Code.” (Pub. Resources Code § 75240.) ^{vi}
Transformative Requirements	Minimum requirements that applicants must meet to be considered for TCC funding.
Very Low- and Low-Income Households	Households earning less than 80 percent of Area Median Income (AMI). The U.S. Department of Housing and Urban Development (HUD) sets income limits that determine eligibility for assisted housing programs. Income limits can be accessed at: https://www.huduser.gov/portal/datasets/il.html .
Vulnerable Communities/ Populations	Vulnerable communities or vulnerable populations include people that are vulnerable to the effects of pollution, the impacts of climate change, and other environmental, public health and economic burdens. Such people include, but are not limited to: women; racial or ethnic groups; low-income individuals and families; individuals who are incarcerated or have been incarcerated; individuals with disabilities; individuals with mental health conditions; children; youth and young adults; seniors; immigrants and refugees; individuals who are limited English proficient (LEP); and Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQQ) communities; or combinations of these populations. (CA Health and Safety Code Section 131019.5)

ⁱ Glossary of Climate Change Terms. Office of Air and Radiation/Office of Atmospheric Programs/Climate Change Division. September 9, 2013 " <https://www.epa.gov/climatechange> >

ⁱⁱ Rodin, Judith. 2014. *The Resilience Dividend: Being Strong in a World Where Things Go Wrong*. Philadelphia: Perseus Books Group (pages 3-4).

ⁱⁱⁱ 9 U.S.C. § 9101(6). <<https://www2.ed.gov/policy/elsec/leg/esea02/pg107.html>>

^{iv} U.S. Department of Health and Human Services, June 2011. *Principles of Community Engagement*. <https://www.atsdr.cdc.gov/communityengagement/pdf/PCE_Report_508_FINAL.pdf>

^v Adapted from Grier and Grier (1978) and Marcuse (1986) and included in the Urban Displacement Project found at urbandisplacement.org.

^{vi} AB 2722, Transformative Climate Communities. 2016. Web. February 2017.

<https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=201520160AB2722>



Appendix B: TCC Mapping Tool for Eligible Project Areas and Planning Areas

TCC Applicants can use the online *Disadvantaged Census Tracts per CalEnviroScreen 3.0 and AB 1550* TCC Mapping Tool to verify eligibility for proposed Project Area and Planning Area boundaries. Refer to Section II.A for Implementation Grant Project Area requirements and Section III.A for Planning Grant Planning Area requirements.

The CalEnviroScreen mapping tool link below illustrates the top 5 percent and 25 percent Disadvantaged Census Tracts per CalEnviroScreen 3.0, as well as low-income Census Tracts as designated by Assembly Bill (AB) 1550. It also shows city and county boundaries. The data can be downloaded from the mapping tool as a KML file for viewing in applications, such as Google Earth and other geographic information systems (GIS) software.

<http://oehha.maps.arcgis.com/apps/webappviewer/index.html?id=ba698dc09c824da1b1ab3d0dd7f5bd54>

The list of cities below was developed using the TCC Mapping Tool to determine eligibility for TCC Implementation Grants based on Project Area requirements.

List of Cities Eligible for TCC Implementation Grants*		
Anaheim	Hawthorne	Oxnard
Bakersfield	Highland	Paramount
Baldwin Park	Huntington Park	Parlier
Bell	Inglewood	Pico Rivera
Bell Gardens	Jurupa Valley	Pomona
Carson	Lathrop	Porterville
Ceres	Loma Linda	Rancho Cucamonga
Colton	Long Beach	Redlands
Commerce	Los Angeles	Rialto
Compton	Los Banos	Riverbank
Corona	Lynwood	Riverside
Cudahy	Madera	Sacramento
Delano	Manteca	San Bernardino
El Centro	McFarland	San Diego
El Monte	Mendota	Santa Fe Springs
Fontana	Merced	Selma
Fowler	Modesto	South El Monte
Fresno	Montclair	South Gate
Gardena	Moreno Valley	Stockton
Glendale	Norwalk	Turlock
Grand Terrace	Oakland	Vernon
Hanford	Ontario	Whittier

Source: Office of Environmental Health Hazard Assessment, CalEnviroScreen 3.0, August 2017.
 <<http://oehha.maps.arcgis.com/apps/webappviewer/index.html?id=ba698dc09c824da1b1ab3d0dd7f5bd54>>

Notes/Methodology: *This list was created by first performing an overlay of the below four data layers. It was next determined which cities have top 5% and top 25% Census Tracts within their boundaries. Following was an identification of the overlap in square miles between any city and the top 5% and 25% Census Tracts. In cases where the area of overlap was too small to develop an eligible Project Area, the city was removed from the list. This list only contains incorporated cities, and not Census Designated Places that are not considered to be cities.

Data Layers:

- CalEnviroScreen 3.0, Census tracts in the top 5% Disadvantaged Communities
- CalEnviroScreen 3.0, Census tracts in the top 25% Disadvantaged Communities
- AB 1550 Low-income Census Tracts
- 2016 Boundaries of Census Designated Places in California, from U.S. Census



Appendix C: California Climate Investment (CCI) Programs

California Climate Investment Program by CARB Category	State Agency	Program Name	Website
Transportation and Sustainable Communities	High Speed Rail Authority	High Speed Rail (HSR)	http://hsr.ca.gov/
	California State Transportation Agency	Transit and Intercity Rail Capital Program (TIRCP)	http://www.dot.ca.gov/drm/sptircp.html
	Department of Transportation (Caltrans)	Low Carbon Transit Operations Program (LCTOP)	http://www.dot.ca.gov/drm/splctop.html
		Active Transportation Program (ATP)	http://www.catc.ca.gov/programs/ATP.htm
	Strategic Growth Council	Affordable Housing and Sustainable Communities (AHSC)	http://sgc.ca.gov/Grant-Programs/AHSC-Program.html
		Transformative Climate Communities (TCC)	http://sgc.ca.gov/Grant-Programs/Transformative-Climate-Communities-Program.html
	California Air Resources Board	Low Carbon Transportation Program - Clean Vehicle Rebate Program (CVRP) - Public Fleets for Disadvantaged Communities (Public Fleets) - Car Sharing and Mobility Options for Disadvantaged Communities (Car Sharing) - Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) - Enhanced Fleet Modernization Program (EFMP)	https://www.arb.ca.gov/msprog/aqip/aqip.htm https://cleanvehiclerebate.org/eng http://www.californiahvip.org/ https://www.arb.ca.gov/msprog/aqip/efmp/efmp.htm
Clean Energy and Energy Efficiency	Department of Community Services and Development	Low-Income Weatherization Program (LIWP)	http://www.csd.ca.gov/liwp.aspx
	Department of Food and Agriculture	Dairy Methane Program - Dairy Digesters and Research Development - Alternative Manure Management Practices	https://www.cdfa.ca.gov/oefi/ddrdp/ https://www.cdfa.ca.gov/oefi/AMMP/
		State Water Efficiency and Enhancement Program (SWEEP)	https://www.cdfa.ca.gov/oefi/sweep/
		SWEEP DWR (Prop 1) Joint Project	http://www.water.ca.gov/wuegrants/AqWUEPilot.cfm

Appendix C: California Climate Investment (CCI) Programs

California Climate Investment Program by CARB Category	State Agency	Program Name	Website
Clean Energy and Energy Efficiency (continued)	Department of Food and Agriculture (continued)	Alternative and Renewable Fuels Program	
		Healthy Soils Program	https://www.cdfa.ca.gov/oefi/healthysoils/
	Department of Water Resources	State Water Project Turbines Program	
		Water-Energy Grant Program	http://www.water.ca.gov/waterenergygrant/index.cfm
	California Air Resources Board	Woodsmoke Reduction Program	
California Energy Commission	Energy Efficiency in Public Buildings – Program on Hold		
Natural Resources and Waste Diversion	California Natural Resources Agency	Urban Greening Program	http://resources.ca.gov/grants/urban-greening/
	Strategic Growth Council	Sustainable Agricultural Lands Conservation (SALC)	http://sgc.ca.gov/Grant-Programs/SALC-Program.html
	Department of Fish and Wildlife	Wetlands and Watershed Restoration	https://www.wildlife.ca.gov/Conservation/Watersheds/Greenhouse-Gas-Reduction
	Department of Forestry and Fire Protection (CAL FIRE)	Forest Health Program	http://www.fire.ca.gov/resource_mgt/resource_mgt_foresthealth_grants
		Urban and Community Forestry (UCF)	http://calfire.ca.gov/resource_mgt/resource_mgt_urbanforestry_grants
Department of Resources, Recycling and Recovery	Waste Diversion - Organics Grant Program - Recycled Fiber, Plastic and Glass - Food Waste Prevention and Rescue Grant Program	http://www.calrecycle.ca.gov/Climate/GrantsLoans/	
Source: California Air Resources Board. < https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/auctionproceeds.htm >			

Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Eligible project types for the Transformative Climate Communities Program have been adapted from existing CCI programs. The specific requirements for each Project Type do not necessarily incorporate wholesale the guidelines or applications for each stand-alone CCI program. Appendix D has been edited and modified to satisfy TCC program requirements and does not necessarily represent the past, current, or future requirements for other CCI programs. Prior to grant execution SGC staff may determine that a resolution from a governing body may be requested. Additionally, SGC staff may request additional supporting documentation prior to application selection.

Table D-1: Affordable Housing and Sustainable Communities Program	
Existing California Climate Investment Program Type	
Affordable Housing and Sustainable Communities (AHSC) Program – Strategic Growth Council and Department Housing and Community Development	
Lead or Co-applicants must include at least one of the following:	
<ul style="list-style-type: none"> ➤ City or county ➤ Public housing authority ➤ Redevelopment successor agency ➤ Transit agency or transit operator ➤ Regional Transportation Planning Agency ➤ Local Transportation Commission ➤ Congestion Management Agency 	<ul style="list-style-type: none"> ➤ Joint Powers Authority ➤ School district ➤ Facilities district ➤ University or Community College District ➤ Developer ➤ Federally Recognized Indian Tribe ➤ Program Operator
Eligible TCC-Fundable Project Types	
<p>If selected, these AHSC project types must conform to requirements of AHSC and include sustainable or active transportation project components, as outlined in AHSC’s program guidelines (http://sgc.ca.gov/Grant-Programs/AHSCResources/AHSC16-17Final%20Guidelines.pdf) (Figure 1) for the following eligible Project Area types:</p> <ul style="list-style-type: none"> • Transit Oriented Development Project Area • Integrated Connectivity Project Area • Rural Innovation Project Areas ➤ Affordable housing development (new construction or substantial rehabilitation of existing units) <ul style="list-style-type: none"> ○ Increased housing density achieved by compact design ○ Integrated market rate and below market rate housing ➤ Housing related infrastructure <ul style="list-style-type: none"> ○ Housing and transportation collaboration ○ Increased land use diversity ○ Improved walkability design ○ Improved destination accessibility ➤ New/expanded transit service (e.g., rail (train), bus, ferry, shuttle and vanpool) <ul style="list-style-type: none"> ○ Transit vouchers for housing residents ➤ Active and sustainable transportation infrastructure, amenities, and related program costs <ul style="list-style-type: none"> ○ New or expanded context sensitive bikeways ○ New or improved walkways that improve mobility/access of pedestrians ○ Installation of new/improved pedestrian crossings or over-crossings ○ New pedestrian facilities ○ Non-capacity increasing streetscape improvements, including but not limited to: <ul style="list-style-type: none"> ▪ Installation of lighting ▪ Installation of signage and way-finding markers ▪ Other related amenities for pedestrians, cyclists and transit riders ○ Bus shelters/transit waiting areas 	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-1: Affordable Housing and Sustainable Communities Program

- Benches or “street furniture”
- Urban greening features
- Street crossing enhancements including accessible pedestrian signals
- New or expanded shared mobility infrastructure and fleet (e.g., bike share, car share)
- Bicycle carrying structures on public transit
- Publicly accessible bicycle parking
- Bicycle repair kiosks
- Traffic calming projects, including development of:
 - Curb extensions
 - Roundabouts
 - Median islands road diets
- Lane narrowing projects

Project Costs

Eligible Costs include, but are not limited to the following:

Affordable Housing Development Capital Projects

- Construction and substantial rehabilitation (with acquisition) of affordable housing
- Costs for a housing development, as specified in 25 CCR Section 7304 (a) and (b)
- Soft costs such as those incidentally but directly related to construction or other pre-development components, including but not limited to: planning, engineering, construction management, architectural, and other design work, required mitigation expenses, appraisals, legal expenses, and necessary easements. Soft costs shall not exceed 10 percent of AHSC Project Type related costs.

Housing-Related Infrastructure Capital Projects

- Capital improvements required by a locality, transit agency, or special district as a condition to the approval of the Affordable Housing Development
- Soft costs such as those incidentally but directly related to construction or other pre-development components, including but not limited to: planning, engineering, construction management, architectural, and other design work, required mitigation expenses, appraisals, legal expenses, and necessary easements. Soft costs shall not exceed 10 percent of AHSC Project Type related costs.
- Required environmental remediation necessary for the capital project where the cost is not to exceed 50 percent of AHSC Project Type costs
- Real property acquisition of the project site and associated fees and costs (not to exceed 10 percent of the total AHSC project type award)
- Impact fees required by local ordinance (if used for the identified eligible capital project not to exceed 15 percent of AHSC Project Type award up to \$300,000)

Sustainable Transportation Infrastructure Capital Projects

- Capital improvements that result in the improvement or addition of infrastructure that encourages mode-shift by enhancing public transit access, pedestrian or bicycle network
- Soft costs such as those incidentally but directly related to construction or project plans, specifications and estimates including but not limited to, planning, engineering, construction management, architectural, and other design work, environmental impact reports and assessments, appraisals, legal expenses, and necessary easements. Soft costs shall not exceed 30 percent of AHSC Project Type related costs.
- Activity delivery costs associated with implementation of capital project not to exceed 10 percent of costs associated with capital project
- Other capital project costs required as a condition of local approval for the capital project, as approved by the State

Transportation-Related Amenities Capital Projects

- Capital improvements that are publicly accessible and provide supportive amenities to cyclists, pedestrian, and transit riders
- Soft costs such as those incidentally but directly related to construction or project plans, specifications and estimates including but not limited to, planning, engineering, construction management, architectural, and other design work, environmental impact reports and assessments, appraisals, legal expenses, and necessary easements. Soft costs shall not exceed 10 percent of AHSC Project Type



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-1: Affordable Housing and Sustainable Communities Program

<p>related costs.</p> <ul style="list-style-type: none"> ➤ Activity delivery costs associated with implementation of capital project not to exceed 10 percent of costs associated with capital project ➤ Other capital project costs required as a condition of local approval for the capital project, as approved by the State ➤ Energy efficiency, water efficiency, renewable energy and urban greening improvements <p><u>Active Transportation and Transit Rider Program</u></p> <ul style="list-style-type: none"> ➤ Those costs typically associated with 1) program creation, or 2) expansion of existing programs to serve new populations or offer new program service and implementation. Eligible costs may include operational costs. Programs include education, outreach and training for Active Transportation or Transit Ridership. ➤ Total grant amount for these program costs shall not exceed 30 percent of the funding for the AHSC Project Types up to \$500,000.
<p>Ineligible Costs:</p> <ul style="list-style-type: none"> ➤ Real estate commissions for purchase or acquisition ➤ Routine maintenance of transportation infrastructure (including transit fleet) ➤ In lieu fees for local inclusionary housing programs ➤ Ongoing operational costs beyond the grant term ➤ All costs associated with automobile or motorcycle parking (excluding electric vehicle charging infrastructure that may be located at a parking spot.)
<p>Readiness Requirements</p>
<p>Environmental Review:</p> <p>At the time of full application, completion of all necessary environmental compliance (including the California Environmental Quality Act and if applicable, the National Environmental Policy Act) and project approvals. Also at the time of application, all applicable time periods for filing lawsuits must have lapsed. However, transportation components of a project are not required to certify completion and demonstration of approval of environmental clearances (NEPA or CEQA) until prior to the initial disbursement of grant funds.</p>
<p>Site Control:</p> <p>Applicants must demonstrate site control prior to submitting an application. Site control may be demonstrated with one of the following documents:</p> <ul style="list-style-type: none"> ➤ Fee title ➤ A leasehold interest on the property with provisions that enable the lessee to make improvements on and encumber the property provided that the terms and conditions of any proposed lease shall permit, prior to grant funding, compliance with all program requirements ➤ An enforceable option to purchase or lease, which shall extend through the anticipated date of the Program award as specified in the NOFA ➤ An executed disposition and development agreement, right of way, or irrevocable offer of dedication to a Public Agency ➤ An executed encroachment permit for construction of improvements or facilities within the public right of way or on public land ➤ An executed agreement with a public agency that gives the applicant exclusive rights to negotiate with the agency for the acquisition of the site; provided that the major terms of the acquisition have been agreed to by all parties ➤ A land sales contract or enforceable agreement for acquisition of the property ➤ Other forms of site control that give the Department equivalent to any of the above-listed indicators of site-control demonstrating assurance that the applicant or developer will be able to complete the Project and all housing designated in the application in a timely manner and in accordance with all the requirements of the Program.
<p>Enforceable Funding Requirements:</p> <p>At the time of Full Application, the project must demonstrate a level of committed funding that is 0.90 or greater calculated by the following equation:</p> $\frac{\text{AHSC component funds requested} + \text{Enforceable Commitments (EFCs)} - \text{Deferred Costs}}{\text{Total Development Cost} - \text{Deferred Costs}}$



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-1: Affordable Housing and Sustainable Communities Program

<p>Other Readiness Requirements: AHSC requires a number of documents to demonstrate financial feasibility, including:</p> <ul style="list-style-type: none"> ➤ Market study ➤ Project pro-forma ➤ Multi-year pro-forma ➤ Sources and uses statement ➤ Operating budget <p>Other readiness documentation includes:</p> <ul style="list-style-type: none"> ➤ All necessary discretionary land use approvals, excluding design review ➤ Consistency with State Relocation Assistance Law ➤ Consistency with State and Federal Fair Housing requirements including duties to affirmatively further fair housing ➤ Integration of climate adaptation measures ➤ Supports implementation of the regional Sustainable Communities Strategy ➤ Proposed project must be consistent with state planning priorities ➤ Applicant and/or project may not be party to or subject of a lawsuit ➤ Consistency with local public works department, or other responsible local agency requirements ➤ Estimated project milestone schedule ➤ Demonstration that Project construction has not yet commenced ➤ Adopted housing element 	
<p>How are greenhouse gas emission reductions estimated for GGRF-eligible project types?</p> <p>Project types will reduce GHG emissions through projects that implement land use, housing, and transportation strategies to support infill, compact, and affordable housing development projects.</p> <p>Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Affordable Housing and Sustainable Communities Quantification Methodology for FY 2016-2017 to estimate the GHG emission reductions of a proposed project based on the reduction in vehicle miles traveled due to specific project characteristics and project features.</p>	
<p>How will GGRF-eligible project types benefit disadvantaged communities?</p> <p>Project types will provide benefits to disadvantaged communities by reducing passenger vehicle miles travelled by disadvantaged community residents or in a disadvantaged community, and is designed to avoid displacement of disadvantaged community residents and businesses.</p> <p>For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-3 Affordable Housing and Sustainable Communities in CARB's 2015 Funding Guidelines.</p>	
<p>Reporting Requirements</p> <p>Summary of Project Type Reporting Requirements, as outlined in Table 3.A-4 Transit Projects and 3.A-5 Affordable Housing and Sustainable Communities in CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)</p>	
<p><u>Initial Report</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. Description of Project Components <ol style="list-style-type: none"> a. Type, components, and description b. Location c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need 	<ol style="list-style-type: none"> e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2) f. Estimated Co-benefits 3. Funding Details <ol style="list-style-type: none"> a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding (grant/loan)



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-1: Affordable Housing and Sustainable Communities Program

<p><u>Annual Report (Housing)</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. For Each Project Component <ol style="list-style-type: none"> a. Project status b. Description of activities completed <p><u>Annual Report (Transit)</u></p> <ol style="list-style-type: none"> 1. Update and status by project component (see ARB Funding Guidelines for details) 2. Project benefits/results (e.g., ridership increases, VMT reductions, energy use reductions, etc.) <p><u>Annual Report (Jobs), if applicable</u></p> <ol style="list-style-type: none"> 1. Description of jobs/job training component 2. Total project work hours 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers 4. Total # of jobs and the associated jobs classification/trade 5. # of jobs provided to DACs and associated job classification/trade 6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade 7. For all job training: 8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and 9. Type of credential earned 10. GGRF dollars expended for projects that resulted in jobs or job training, to date 	<p><u>Project Closeout (Housing)</u></p> <ol style="list-style-type: none"> 1. Summary of accomplishments, including benefits to DACs 2. Total # of affordable and market rate dwelling units completed 3. Total GGRF dollars allocated to benefit DACs 4. Estimated GHG reductions for entire project 5. Estimated criteria air pollutant reductions <p>Summary of co-benefits for entire project</p> <p><u>Project Closeout (Transit)</u></p> <ol style="list-style-type: none"> 1. Summary of accomplishments, including benefits to DACs 2. Total GGRF dollars allocated to benefit DACs 3. Estimated GHG reductions for entire project 4. Summary of co-benefits for entire project <p><u>Phase 2 Reporting (Housing)</u></p> <p><i>Duration example: Once per year for 5 year period</i></p> <ol style="list-style-type: none"> 1. Occupancy rates for affordable units by level of affordable unit 2. Occupancy rates for market rate units 3. Updated transit ridership estimates <p><u>Phase 2 Reporting (Transit)</u></p> <p><i>Duration example: Once per year for 5 year period</i></p> <ol style="list-style-type: none"> 1. Updated transit ridership estimates 2. Fuel use reductions 3. Energy use reductions
<p>Special Requirements</p> <p>Other requirements include, but are not limited to the following:</p> <ul style="list-style-type: none"> ➤ Provide free transit passes, reloadable transit cards, or discounted passes priced at no more than half of retail cost. At least one (1) pass or card shall be made available for each Restricted Unit for at least 3 years. ➤ Demonstrate housing will be smoke free by providing a smoke free housing lease addendum ➤ Incorporate more than one Urban Greening feature with dedicated maintenance for at least two years ➤ Include adequate lighting in accordance with local, state, or federal design standards and requirements for all publicly accessible components ➤ Demonstrate prior experience by providing evidence of at least two prior projects that are similar to the proposed project in scope and size, which have been completed by the applicant, or joint applicant, during the ten (10) years preceding the application due date ➤ Must be served by qualifying transit, as outlined in AHSC's program guidelines <http://sgc.ca.gov/Grant-Programs/AHSCResources/AHSC16-17Final%20Guidelines.pdf> (Figure 1) ➤ Must not result in a loss or conversion of agricultural or other working lands, or natural resource lands for other uses ➤ Must meet the underwriting standards in the Uniform Multifamily Regulations ➤ Must not result in a net loss of affordable housing units 	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-2: Low Carbon Transit Operations Program	
Existing California Climate Investment Program Type	
Low Carbon Transit Operations Program (LCTOP) – California Department of Transportation	
Lead or Co-applicants must include at least one of the following:	
Entities included in the list provided by the State Controller’s Office (SCO) and are qualified by Public Utilities Code (PUC) 99313 and 99314. List can be accessed at: < http://www.dot.ca.gov/drmr/docs/lctop/16-17lowcarboneligibilitylist.pdf >. Types of entities include:	
<ul style="list-style-type: none"> ➤ Cities ➤ Counties 	<ul style="list-style-type: none"> ➤ Transportation planning agencies ➤ Transit operators
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ Operational expenditures that increase transit mode share <ul style="list-style-type: none"> ○ Transit vouchers ➤ Enhanced or expanded transit service by supporting construction or implementation of new or expanded bus, rail, water-borne transit or expanded intermodal transit facilities, and may include: equipment acquisition, fueling, maintenance, and other costs to operate services or facilities, such as: <ul style="list-style-type: none"> ○ New or expanded bus or rail services ○ New or expanded water-borne transit (ferry) ○ Expanded intermodal transit facilities ○ Equipment acquisition, fueling, and maintenance, and other costs to operate those services or facilities ➤ Expenditures related to the purchase of zero-emission buses <ul style="list-style-type: none"> ○ Electric buses ➤ Installation of necessary equipment and infrastructure to operate/support zero-emission buses 	
Project Costs	
Eligible Costs include, but are not limited to the following:	
<ul style="list-style-type: none"> ➤ Expenditures that directly enhance or expand transit service by supporting new or expanded bus or rail services, new or expanded water-borne transit, or expanded intermodal transit facilities, and may include equipment acquisition, fueling, and maintenance, and other costs to operate those services or facilities. ➤ Operational expenditures that increase transit mode share. ➤ Expenditures related to the purchase of zero-emission buses, including electric buses, and the installation of the necessary equipment and infrastructure to operate and support zero emission buses. 	
Ineligible Costs:	
<ul style="list-style-type: none"> ➤ Supplantation of funds ➤ Planning ➤ Right of Way 	<ul style="list-style-type: none"> ➤ Project approval and environmental documentation(PA&ED) ➤ Plans, specifications and estimate (PS&E)
Readiness Requirements	
Environmental Review:	
Environmental clearance is not required at application. Projects must have CEQA compliance completed at the time of the reimbursement request.	
Site Control:	
<i>None listed.</i>	
Other Readiness Requirements:	
<i>None listed.</i>	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
Project types will reduce GHG emissions through implementation of services that increase transit mode share; equipment acquisition, fueling, maintenance, and other costs that enhance or expand transit; and purchase of zero-emission buses and directly-related equipment and infrastructure.	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-2: Low Carbon Transit Operations Program	
Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Transit and Intercity Rail Capital Program Quantification Methodology for FY 2016-2017 to estimate the GHG emissions reductions of a proposed project.	
How will GGRF-eligible project types benefit disadvantaged communities?	
Project types will provide benefits to disadvantaged communities by reducing passenger vehicle miles travelled through incentives, infrastructure, or operational improvements (e.g., providing better bus connections to intercity rail, encouraging people to shift from cars to transit). For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-2 Transit in CARB's 2015 Funding Guidelines.	
Reporting Requirements	
Summary of Project Type Reporting Requirements, as outlined in Table 3.A-4 Transit Projects of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)	
<p><u>Initial Report</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. Description of Project Components <ol style="list-style-type: none"> a. Type and description b. Location c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2) 3. Funding Details <ol style="list-style-type: none"> a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding 4. Estimated GHG Reductions 5. Estimated Co-benefits <p><u>Annual Reports</u></p> <ol style="list-style-type: none"> 1. Update and status by project component (see ARB Funding Guidelines for details) 2. Project benefits/results (e.g., ridership increases, VMT reductions, energy use reductions, etc.) 	<p><u>Annual Report (Jobs), if applicable</u></p> <ol style="list-style-type: none"> 1. Description of jobs/job training component 2. Total project work hours 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers 4. Total # of jobs and the associated jobs classification/trade 5. # of jobs provided to DACs and associated job classification/trade 6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade 7. For all job training: 8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and 9. Type of credential earned 10. GGRF dollars expended for projects that resulted in jobs or job training, to date <p><u>Project Closeout</u></p> <ol style="list-style-type: none"> 1. Summary of accomplishments, including benefits to DACs 2. Total GGRF dollars allocated to benefit DACs 3. Estimated GHG reductions for entire project 4. Summary of co-benefits for entire project <p><u>Phase 2 Reporting</u></p> <p><i>Duration example: Once per year for 5 year period</i></p> <ol style="list-style-type: none"> 1. Updated transit ridership estimates 2. Fuel use reductions 3. Energy use reductions



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-3: Active Transportation Program	
Existing California Climate Investment Program Type	
Active Transportation Program (ATP) – California Transportation Commission and California Department of Transportation (Caltrans)	
Lead or Co-applicants must include at least one of the following:	
<ul style="list-style-type: none"> ➤ Local, regional or state agencies ➤ Transit agencies ➤ Natural resource or public land agencies ➤ Public schools or school districts 	<ul style="list-style-type: none"> ➤ Tribal governments ➤ Private nonprofit organizations ➤ Other entities with oversight of transportation or recreation trails
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ Construction of paved bicycle paths or lanes (Class I, II, or IV), and paved pedestrian facilities ➤ New or expanded bike share programs 	
Project Costs	
Eligible Costs include, but are not limited to:	
<ul style="list-style-type: none"> ➤ Construction costs related to eligible TCC-fundable project types. This may include construction projects with a non-infrastructure component such as education, encouragement, and enforcement activities to increase bicycling and walking. 	
Ineligible Costs:	
<ul style="list-style-type: none"> ➤ Projects without logical termini or independent utility ➤ Supplantation of funds ➤ Project costs related to: <ul style="list-style-type: none"> ○ PA&ED (project approval and environmental documentation) ○ PS&E (plans, specifications, and estimate) ○ Right of Way <p>Stand-alone non-infrastructure projects, plans, or any other project types not listed in Eligible TCC-Fundable Project Types</p>	
Readiness Requirements	
Environmental Review:	
Not required at application. Grant funds will not be disbursed until CEQA clearance has been obtained.	
Site Control:	
<i>None listed.</i>	
Other Readiness Requirements:	
<i>None listed.</i>	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
Pedestrian and bicycle facility construction projects and bike share projects result in net GHG emission reductions by replacing auto trips with walking or bicycle trips, which reduce VMT. Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Active Transportation Program Quantification Methodology for FY 2016-2017 to estimate the GHG emissions reductions of a proposed project type.	
How will GGRF-eligible project types benefit disadvantaged communities?	
<p>Project types will provide benefits to disadvantaged communities by constructing new non-motorized transportation facilities in disadvantaged communities for more transportation options.</p> <p>For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-2 Transit in CARB’s 2015 Funding Guidelines.</p>	
Reporting Requirements	
Summary of Project Type Reporting Requirements, as outlined in Table 3.A-19 of CARB’s 2016 Funding Guidelines Supplement. (Please	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-3: Active Transportation Program

note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)

Initial Report

1. Project ID #
2. Description of Project Components
 - a. Type and description
 - b. Location
 - c. Anticipated start & completion dates
 - d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need
 - e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2)
3. Funding Details
 - a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type
 - b. Total Amt. of GGRF Dollars Allocated to Benefit DAC
 - c. Type of funding
4. Estimated GHG Reductions
5. Estimated Co-Benefits

Annual Report

1. Project ID #
2. For Each Project Component
 - a. Project status
 - b. Description of activities completed

Annual Report (Jobs), if applicable

1. Description of jobs/job training component
2. Total project work hours
3. # of project work hours for jobs provided to DAC residents and associated census tract numbers
4. Total # of jobs and the associated jobs classification/trade
5. # of jobs provided to DACs and associated job classification/trade
6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade
7. For all job training:
8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and
9. Type of credential earned
10. GGRF dollars expended for projects that resulted in jobs or job training, to date

Project Closeout

1. Summarize project accomplishments, including benefits to DACs
2. Total GGRF dollars allocated to benefit DACs
3. Estimated GHG reductions for entire project
4. Estimated criteria air pollutant reductions
5. Summarize co-benefits for entire project

Phase 2 Reporting

- Duration example: Once per year for 5 year period*
1. Post-project use survey data on mode shift



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-4: Transit and Intercity Rail Capital Program	
Existing California Climate Investment Program Type	
Transit and Intercity Rail Capital Program (TIRCP) – California Transportation Agency (CalSTA) and California Department of Transportation (Caltrans)	
Lead or Co-applicants must include at least one of the following:	
➤ Public agencies, including construction authorities, transportation authorities, with operational or planning responsibility for transit, rail or ferry services	➤ Joint Powers Authorities
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ Rail capital projects <ul style="list-style-type: none"> ○ Acquisition of rail cars and locomotives that expand, enhance, or improve existing rail systems and connectivity to existing/future transit systems ➤ Bus rapid transit and other bus and ferry transit investments <ul style="list-style-type: none"> ○ Vanpool services operated as public transit ○ Operating agreements, schedules, and minor capital investments to increase ridership ○ Intercity, commuter, and urban rail projects ○ Efforts to improve existing rail service effectiveness with focus on improved operating agreements, schedules, and capital investments that increase ridership ➤ Rail, bus, and ferry integration implementation <ul style="list-style-type: none"> ○ Integrated ticketing/scheduling systems and related capital investment ○ Projects enabling/enhancing shared-use corridors without net air pollution increases ○ Related planning efforts focused on integrated service without requiring major capital investment ➤ Other service integration initiatives 	
Project Costs	
Eligible Costs include, but are not limited to the following:	
➤ Completion of environmental documents	➤ Preparation of plans, specifications, and estimates
➤ Construction	➤ Right-of-way
Ineligible Costs:	
<ul style="list-style-type: none"> ➤ Operating expenditures ➤ Projects without logical termini or independent utility 	
Readiness Requirements	
Environmental Review:	
Environmental clearance is not required at application. An allocation of funds to grant awardees will not be made until CEQA clearance has been obtained.	
Site Control:	
<i>None listed.</i>	
Other Readiness Requirements:	
At the application phase:	
<ul style="list-style-type: none"> ➤ Indication of progress towards achieving environmental protection requirements ➤ Agreements with key partners that will be responsible for implementing the project (e.g., Memorandum of Understanding with rail operators) ➤ A discussion of the proposed project’s impact on other projects planned or underway within the corridor, including intercity rail, transit or high speed rail services in a parallel or connecting corridor ➤ Letters of support from: 	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-4: Transit and Intercity Rail Capital Program	
<ul style="list-style-type: none"> ○ Stakeholders critical of the project ○ Regional agency or agencies ○ An MPO indication of whether or not the project is consistent with an adopted Sustainable Communities Strategy, or in non-MPO regions, a regional plan to reduce greenhouse gas emissions ○ Members of the community 	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
<p>Project types will reduce GHG emissions through implementation of rail capital rail projects; bus rapid transit and other bus and ferry transit investments; and rail, bus, and ferry integration implementation.</p> <p>Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Transit and Intercity Rail Capital Program Quantification Methodology for FY 2016-2017 to estimate the GHG emission reductions of a proposed project.</p>	
How will GGRF-eligible project types benefit disadvantaged communities?	
<p>Project types will provide benefits to disadvantaged communities by reducing passenger vehicle miles travelled through incentives, infrastructure, or operational improvements (e.g., providing better bus connections to intercity rail, encouraging people to shift from cars to transit).</p> <p>For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-2 Transit in CARB's 2015 Funding Guidelines.</p>	
Reporting Requirements	
<p>Summary of Project Type Reporting Requirements, as outlined in Table 3.A-4 Transit Projects of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)</p>	
<p><u>Initial Report</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. Description of Project Components <ol style="list-style-type: none"> a. Type and description b. Location c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2) 3. Funding Details <ol style="list-style-type: none"> a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding 4. Estimated GHG Reductions 5. Estimated Co-Benefits <p><u>Annual Report</u></p> <ol style="list-style-type: none"> 1. Update by project component (see ARB Funding Guidelines for details) 2. Project benefits/results (e.g., ridership increases, VMT reductions, energy use reductions, etc.) <p><u>Annual Report (Jobs), if applicable</u></p> <ol style="list-style-type: none"> 1. Description of jobs/job training component 2. Total project work hours 	<p><u>Annual Report (Jobs), if applicable (continued)</u></p> <ol style="list-style-type: none"> 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers 4. Total # of jobs and the associated jobs classification/trade 5. # of jobs provided to DACs and associated job classification/trade 6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade 7. For all job training: 8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and 9. Type of credential earned 10. GGRF dollars expended for projects that resulted in jobs or job training, to date <p><u>Project Closeout:</u></p> <ol style="list-style-type: none"> 1. Summary of accomplishments, including benefits to DACs 2. Total GGRF dollars allocated to benefit DACs 3. Estimated GHG reductions for entire project 4. Summary of co-benefits for entire project <p><u>Phase 2 Reporting</u></p> <p><i>Duration example: Once per year for 5 year period</i></p> <ol style="list-style-type: none"> 1. Updated transit ridership estimates 2. Fuel use reductions 3. Energy use reductions



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-5: Low Carbon Transportation	
Existing California Climate Investment Program Type	
Low Carbon Transportation Programs – California Air Resources Board https://www.arb.ca.gov/msprog/aqip/aqip.htm	
<ul style="list-style-type: none"> ➤ Clean Vehicle Rebate Program (CVRP) ➤ Public Fleets Incentives for DACs (Public Fleets) ➤ Truck/Bus Vouchers (HVIP) 	<ul style="list-style-type: none"> ➤ Car Sharing and Mobility Options for DACs ➤ Financing Assistance for DACs ➤ Enhanced Fleet Modernization Program – Plus-Up (EFMP+)
Lead or Co-applicants must include at least one of the following:	
<u>CVRP, Public Fleets, HVIP, Financing Assistance and Car Sharing:</u>	
<ul style="list-style-type: none"> ➤ Federal, state or local government entities or agencies ➤ California nonprofit organizations with expertise in implementing incentive programs 	<u>EMFP+:</u> <ul style="list-style-type: none"> ➤ South Coast and San Joaquin Valley Air Districts partnered with local community groups and other institutions such as credit unions and car dealerships
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ Rebates for plug-in hybrid, battery-electric, and fuel cell vehicles (<i>CVRP and Public Fleets</i>) ➤ Incentives to reduce the up-front cost of hybrid or zero-emission trucks and buses (<i>HVIP</i>) ➤ Financing assistance to help buy new or used hybrid, plug-in hybrid, battery/electric, and fuel cell vehicles and zero emission vehicles (ZEV) associated charging equipment (<i>Financing Assistance</i>) ➤ Purchase or lease of new or used battery-electric, fuel cell and plug-in hybrid vehicles for car share and vanpool programs (<i>Car Sharing</i>) ➤ Car scrap and replacement incentives program for new or used hybrid, plug-in hybrid, or ZEV replacements (<i>EFMP+</i>) 	
Project Costs	
Eligible Costs include, but are not limited to:	
<u>CVRP, Public Fleets, HVIP, & EFMP+:</u>	
<ul style="list-style-type: none"> ➤ Administrator costs for outreach/education and rebate/voucher processing costs ➤ Pass through of incentive vehicle purchase/lease incentives to ultimate end users (consumers/public fleets/businesses) ➤ Data collection and reporting 	
<u>Financing Assistance:</u>	
<ul style="list-style-type: none"> ➤ Administrator costs for outreach/education and assistance for low-income consumers to receive low-interest loans ➤ Pass through of vehicle purchase/lease and charger installation incentives to ultimate end users (low-income, disadvantaged community residents) ➤ Data collection and reporting 	
<u>Car Sharing:</u>	
<ul style="list-style-type: none"> ➤ Administrator costs for outreach/education, car sharing/electric bike sharing equipment and operations, and mobility subsidies for disadvantaged community residents ➤ Data collection and reporting ➤ Administrative costs, including: <ul style="list-style-type: none"> ○ Labor expenses (including total staff time and labor costs) ○ External consultant fees for completed work (if applicable) ○ Printing, mailing, travel, reporting, and other non-outreach Grantee administration expenses 	
Ineligible Costs:	
<i>Costs not listed as eligible.</i>	
Readiness Requirements	
Environmental Review:	
<ul style="list-style-type: none"> ➤ Projects with infrastructure components (e.g., public EVSE) are subject to CEQA and other state and local permitting requirements ➤ Projects with residential EVSE components are subject to state and local permitting and other requirements 	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-5: Low Carbon Transportation	
Site Control: <i>None listed.</i>	
Other Readiness Requirements: <u>CVRP:</u> ➤ Administrator expertise in implementing and administering similar incentive programs <u>EFMP+:</u> ➤ Air district must develop a qualifying implementation plan to administer the project in their air district	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
Project types will reduce GHG emissions through the use of zero and near zero-emission passenger vehicles, buses, trucks, and freight technology. Per TCC Quantification Methodology for FY 2016-2017, applicants will use one of the following Quantification Methodologies, depending on the selected project types, to estimate the GHG emission reductions of a proposed project: ➤ Car Sharing and Mobility Options in Disadvantaged Communities Quantification Methodology for FY 2016-2017 ➤ Consumer-Based Light-Duty Projects Quantification Methodology for FY 2016-2017 ➤ Consumer-Based Heavy-Duty Projects Quantification Methodology for FY 2016-2017	
How will GGRF-eligible project types benefit disadvantaged communities?	
Project types will provide benefits to disadvantaged communities by offering zero or near zero-emissions vehicles, which reduce air pollution, to residents in disadvantaged communities and increasing access to clean transportation and services, such as car sharing, ride sharing, and other advance technology mobility options for low-income consumers and for residents of disadvantaged communities. For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-1 Low Carbon Transportation in CARB's 2015 Funding Guidelines.	
Reporting Requirements	
Summary of Project Type Reporting Requirements, as outlined in Tables 3.A-3.1 through 3.A-3.4 of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)	
<u>Initial Report</u> 1. Project ID # 2. Description of Project Components a. Type and description b. Location, if applicable c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2) 3. Funding Details a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding (grant) 4. Estimated GHG Reductions 5. Estimated Co-Benefits	<u>Annual Report</u> <i>Incentives (CVRP, HVIP, EFMP+, Public Fleets, and Financing Assistance)</i> 1. # of Incentives Issued 2. \$ amt. of incentives issued 3. Type of vehicles that received incentives <i>Car Sharing</i> 1. # of users for service 2. Usage indicator (e.g., total # of trips, total mileage, average trip length) 3. Other co-benefits (improved accessibility to jobs, shopping, medical facilities, etc.) <u>Annual Report (Jobs), if applicable</u> 1. Description of jobs/job training component 2. Total project work hours 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-5: Low Carbon Transportation

<u>Annual Report (Jobs) (continued)</u>	<u>Project Closeout</u>
4. Total # of jobs and the associated jobs classification/trade	1. Summary of accomplishments, including benefits to DACs
5. # of jobs provided to DACs and associated job classification/trade	2. Total GGRF dollars allocated to benefit DACs
6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade	3. Estimated GHG reductions for entire project
7. For all job training:	4. Summary of co-benefits for entire project
8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and	<u>Phase 2 Reporting</u>
9. Type of credential earned	<i>Duration example: Once per year for 3 year period</i>
10. GGRF dollars expended for projects that resulted in jobs or job training, to date	1. Updated fuel use reduction estimates
	2. Updated VMT estimates



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-6: Low-Income Weatherization Program

Existing California Climate Investment Program Type	
Low-Income Weatherization Program – California Department of Community Services and Development	
<ul style="list-style-type: none"> ➤ Single-Family/Small Multi-Family Energy Efficiency and Solar Water Heating ➤ Single-Family Solar Photovoltaics ➤ Multi-Family Energy Efficiency and Renewables 	
Lead or Co-applicants must include at least one of the following:	
➤ Nonprofit organization	➤ Local government
Eligible TCC-Fundable Project Types	
<u>Direct Installation Program: Low-income Single-Family Energy Efficiency and Solar Photovoltaics Program:</u>	
<ul style="list-style-type: none"> ➤ Basic EE retrofit package measures: <ul style="list-style-type: none"> ○ Low flow faucets ○ Low flow showerheads ○ LED lighting ○ LED night lights ○ Tier 2 power strips ○ Thermostatic shower valve and showerhead ○ Vacancy/motion sensor ➤ Enhanced measures (climate zone, testing, auditing and installation restrictions): <ul style="list-style-type: none"> ○ Ceiling fans ○ Ceiling insulation/insulation upgrades ○ HVAC system replacement ○ Duct repair/replacement ○ Efficient fan controller ○ Electronically commutated blower motor ○ Floor insulation ○ Infiltration reduction measures ○ Refrigerant charge w/coil cleaning ○ Refrigerator replacement ○ Smart thermostat ○ Solar water heating ○ Solar PV ○ Wall insulation, stucco and wood ○ Water heater blanket ○ Water heater replacement ○ Whole house fan ○ Window replacement 	
<u>Financial Incentives Program: Low-Income Multi-Family Energy Efficiency and Renewables Program</u> – provides financial incentives for installing measures including, but not limited to:	
<ul style="list-style-type: none"> ➤ High efficiency clothes washer ➤ High efficiency clothes washer - common ➤ High efficiency laundry dryer - in-unit ➤ High efficiency laundry dryer - common ➤ ENERGY STAR® dishwasher ➤ ENERGY STAR® refrigerator ➤ Vending machine controller ➤ Floor insulation ➤ Wall insulation ➤ Title 24 compliant windows ➤ Window shading ➤ Cool roof ➤ Air sealing ➤ Unit lighting ➤ Common area lighting ➤ Exterior lighting ➤ Pool/spa heater ➤ Pool cover ➤ Variable speed pool pump ➤ In-unit FAU (with or without split A/C) ➤ Rooftop FAU (with or without A/C) 	<ul style="list-style-type: none"> ➤ Terminal A/C or HP ➤ Ductless heat pump ➤ Central hydronic boiler ➤ Central steam boiler/burner ➤ Hydronic/steam/chilled water pipe insulation ➤ Refrigerant charge verification ➤ Central cooling equipment ➤ Variable speed pumps and fans ➤ Attic insulation ➤ Steam/hydronic distribution upgrades (balancing, TRV, etc) ➤ Central HVAC control upgrade (WWSD, outdoor reset) ➤ Duct sealing/insulation ➤ Residential water heater ➤ Central water heater ➤ Recirculation pump temperature controls ➤ Recirculation pump demand controls ➤ DHW pipe insulation ➤ Low flow aerators and/or showerheads ➤ Solar PV system ➤ Solar thermal (central) ➤ Solar thermal (in-unit)



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-6: Low-Income Weatherization Program
<p>Project Costs</p> <p>Eligible Costs include, but are not limited to:</p> <p><u>Single-Family/Small Multi-Family Energy Efficiency and Solar Water Heating</u></p> <ul style="list-style-type: none"> ➤ Direct costs: Costs associated with the installation of completed energy efficiency measures including labor, materials and subcontractor costs. ➤ Support Costs (e.g. training and technical assistance needs). <p><u>Single-Family Solar Photovoltaics</u></p> <ul style="list-style-type: none"> ➤ Direct Project Costs (reimbursed on a per watt basis) ➤ Support Costs for Marketing and Outreach <p><u>Multi-Family Energy Efficiency and Renewables</u></p> <ul style="list-style-type: none"> ➤ Direct Project Costs (Incentive Payments to Property Owners) ➤ Consultation Services (program/project support costs) budgeted for: <ul style="list-style-type: none"> ○ Contracted Consultant/Subcontractor Expenses ○ Program/Project Support Costs: reimbursed on the basis of an hourly “loaded” rate which will include AEA’s base labor costs and fringe benefit labor costs ○ Miscellaneous Consultation Operating Expenses: Costs incurred that are immediately and directly associated with the provision of consultation services such as travel costs, support materials and supplies <p>Note: Further guidance on how to calculate project costs will be provided to applicants during the Full Application phase.</p>
<p>Ineligible Costs:</p> <p><i>None listed.</i></p>
<p>Readiness Requirements</p>
<p>Environmental Review:</p> <p><i>None listed.</i></p>
<p>Site Control:</p> <p><i>None listed.</i></p>
<p>Other Readiness Requirements:</p> <p><u>Direct Install (Single or Multi-Family)</u></p> <ul style="list-style-type: none"> ➤ Proposer must be a local government entity or non-profit ➤ Proposer must demonstrate three years of experience administering and performing energy efficiency and solar PV installations in existing housing ➤ Proposer must be in good standing with all appropriate local and state oversight and licensing authorities ➤ Proposer or member of the project team shall maintain an active Class B, General Contractor License, issued by the California Contractors License Board throughout the life of the contract <p><u>Incentive-Based</u></p> <ul style="list-style-type: none"> ➤ Same readiness as direct install above, with the following exceptions: <ul style="list-style-type: none"> ○ Class B, General Contractor License, and direct install experience could be waived if program administrator will perform administrative functions such as processing incentive payments and not providing technical/inspection assistance.
<p>How are greenhouse gas emission reductions estimated for GGRF-eligible project types?</p> <p>Project types will achieve GHG emission reductions by increasing energy efficiency or renewable energy.</p> <p>Per TCC Quantification Methodology for 2016-2017, applicants will use the Low-Income Weatherization Single-Family Quantification Methodology for FY 2015-2016, or Multi-Family Quantification Methodology for FY 2014-15, to estimate the GHG emissions reductions of a proposed project.</p>



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-6: Low-Income Weatherization Program

How will GGRF-eligible project types benefit disadvantaged communities?

Project types will provide upgrades focused on energy efficiency improvements and renewable energy generation for disadvantaged community residents that are located within a disadvantaged community.

For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-4 Energy Efficiency and Renewable Energy in CARB’s 2015 Funding Guidelines.

Reporting Requirements

Summary of Project Type Reporting Requirements, as outlined in Table 3.A-7 Energy Efficiency and Renewable Energy in CARB’s 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)

Initial Report

1. Project ID #
2. Description of Project Components
 - a. Type and description
 - b. Location
 - c. Anticipated start & completion dates
 - d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need
 - e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2)
3. Funding Details
 - a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type
 - b. Total Amt. of GGRF Dollars Allocated to Benefit DAC
 - c. Type of funding (grant)
4. Estimated GHG Reductions
5. Estimated Co-Benefits

Annual Report

1. Overall project status
2. # and type of dwellings that received upgrades
3. Amt. of GGRF dollars expended in FY
4. Total cost for upgrade projects (including non-GGRF funds)
5. Total energy savings for projects
6. OR, by Dwelling:
 - a. Address receiving upgrade
 - b. Dwelling type
 - c. Amt. of GGRF dollars expended by FY for address
 - d. Total project cost by address
 - e. Total energy savings by project type

Annual Report (Jobs), if applicable

1. Description of jobs/job training component
2. Total project work hours
3. # of project work hours for jobs provided to DAC residents and associated census tract numbers
4. Total # of jobs and the associated jobs classification/trade
5. # of jobs provided to DACs and associated job classification/trade
6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade
7. For all job training:
8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and
9. Type of credential earned
10. GGRF dollars expended for projects that resulted in jobs or job training, to date

Project Closeout

1. Summary of accomplishments, including benefits to DACs
2. Total GGRF dollars allocated to benefit DACs
3. Estimated GHG reductions for entire project
4. Summary of co-benefits for entire project

Phase 2 Reporting

Duration example: Once per year for 3 year period

1. Energy savings
2. Energy generated by solar PV (if applicable)



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-7: Water-Energy Grant Program	
Existing California Climate Investment Program Type	
Water-Energy Grant Program – California Department of Water Resources	
Lead or Co-applicants must include at least one of the following:	
<ul style="list-style-type: none"> ➤ Local agencies ➤ Joint Powers Authorities 	<ul style="list-style-type: none"> ➤ Nonprofit organizations
Eligible TCC-Fundable Project Types	
Residential (disadvantaged community), commercial and institutional water-energy efficiency projects:	
<ul style="list-style-type: none"> ➤ High efficiency dishwasher ➤ High efficiency clothes washer ➤ Commercial high-efficiency appliances: <ul style="list-style-type: none"> ○ Ice machine ○ Steam cooker ○ Combination oven ○ Pre-rinse spray valve 	<ul style="list-style-type: none"> ➤ Commercial/residential water efficient: <ul style="list-style-type: none"> ○ Faucet ○ Showerhead
Project Costs	
Eligible Costs include, but are not limited to the following:	
<ul style="list-style-type: none"> ➤ Studies ➤ Engineering ➤ Design ➤ Land and easement ➤ Legal fees 	<ul style="list-style-type: none"> ➤ Preparation of environmental documentation ➤ Environmental mitigation ➤ Monitoring ➤ Project implementation
Ineligible Costs:	
<ul style="list-style-type: none"> ➤ Costs for preparing and filing a grant application belonging to another solicitation ➤ Operation and maintenance costs ➤ Purchase of equipment not an integral part of the project ➤ Establishing a reserve fund ➤ Purchase of water supplies ➤ Replacement of existing funding sources for ongoing programs ➤ Support of existing punitive regulatory agency requirements and/or mandates in response to negligent behavior ➤ Purchase of land in excess of the minimum required acreage necessary to operate as an integral part of the project, as set forth and detailed by engineering and feasibility studies 	<ul style="list-style-type: none"> ➤ Payment of principal or interest on existing indebtedness, or any interest payments, unless the debt is incurred after the effective date of a grant award with the State, and the granting agency agrees in writing to the eligibility of the costs for reimbursement before the debt is incurred, and the purposes for which the debt is incurred are otherwise reimbursable project costs
Readiness Requirements	
Environmental Review:	
<i>None listed.</i>	
Site Control:	
<i>None listed.</i>	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-7: Water-Energy Grant Program	
Other Readiness Requirements:	
<ul style="list-style-type: none"> ➤ Eligibility documentation includes: <ul style="list-style-type: none"> ○ Urban and agricultural water management compliance ○ Groundwater management compliance ○ Water metering requirement compliance 	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
<p>Project types will achieve GHG reductions through projects that reduce both water and energy use (e.g., improving the energy and water efficiency of water supply; installing water and energy saving appliances, etc.).</p> <p>Per TCC Quantification Methodology for 2015-2016, applicants will use the Water-Energy Grant Program Quantification Methodology for FY 2015-2016 to estimate the GHG emissions reductions of a proposed project.</p>	
How will GGRF-eligible project types benefit disadvantaged communities?	
<p>Project types will provide upgrades focused on water and energy efficiency improvements for disadvantaged community residents that are located within a disadvantaged community.</p> <p>For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-5 Water Use and Energy Efficiency in CARB's 2015 Funding Guidelines.</p>	
Reporting Requirements	
<p>Summary of Project Type Reporting Requirements, as outlined in Table 3.A-9 Water Use Efficiency and Energy Efficiency of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)</p>	
<p><u>Initial Report</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. Description of Project Components <ol style="list-style-type: none"> a. Type and description b. Location c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2) 3. Funding Details <ol style="list-style-type: none"> a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding 4. Estimated GHG Reductions 5. Estimated Co-Benefits <p><u>Annual Report</u></p> <ol style="list-style-type: none"> 1. Project status 2. Description of project activities completed 3. For Residential Incentive/Upgrade - # of dwellings received incentive/upgrade and type of incentive/upgrade 4. Dollar amt. of incentive/upgrade 	<p><u>Annual Report (continued)</u></p> <ol style="list-style-type: none"> 5. Estimated benefits (by census tract) <ol style="list-style-type: none"> a. Water savings b. Energy savings 6. For Other Projects (Capital, Agricultural, Commercial, Institutional), summarize co-benefits for each project: <ol style="list-style-type: none"> a. Water savings b. Net energy savings <p><u>Annual Report (Jobs), if applicable</u></p> <ol style="list-style-type: none"> 1. Description of jobs/job training component 2. Total project work hours 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers 4. Total # of jobs and the associated jobs classification/trade 5. # of jobs provided to DACs and associated job classification/trade 6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade 7. For all job training: 8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and 9. Type of credential earned



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-7: Water-Energy Grant Program	
<p><u>Annual Report (Jobs), if applicable (continued)</u></p> <p>10. GGRF dollars expended for projects that resulted in jobs or job training, to date</p> <p><u>Project Closeout</u></p> <ol style="list-style-type: none"> 1. Summary of accomplishments, including benefits to DACs 2. Total GGRF dollars allocated to benefit DACs 3. Estimated GHG reductions for entire project 4. Summary of co-benefits for entire project 	<p><u>Phase 2 Reporting</u></p> <p><i>Duration example: Once per year for 3 year period</i></p> <ol style="list-style-type: none"> 1. Water savings 2. Energy savings
Special Requirements	
<p><u>Urban and Agricultural Water Suppliers</u></p> <p>In accordance with Water Code §10608.56, an agricultural water supplier or an urban water supplier is ineligible for funding unless it complies with the requirements of Part 2.55 (commencing with §10608) of Division 6 of the Water Code.</p> <p>Water Code §529.5 Compliance – Water Code §529.5 requires any urban water supplier applying for State grant funds for wastewater treatment projects, water use efficiency projects, drinking water treatment projects, or for a permit for a new or expanded water supply, shall demonstrate that they meet the water meter requirements in Water Code §525 <i>et seq.</i></p> <p>Senate Bill (SB) X7-7 (November 2009) – Requires all water suppliers to increase water use efficiency and sets an overall goal of reducing per capita urban water use by 20 percent by December 31, 2020. In order to be consistent with the Governor’s Executive Order (EO) B-37-16, all water suppliers who are grantees and their partners that receive funds shall be responsible for meeting the EO requirements to maintain eligibility. Draft requirements will be released after January 2017, and will establish the dates for meeting the EO requirements. The current requirements for two sectors, Urban Water Conservation and Agricultural Water Conservation are described below:</p> <ul style="list-style-type: none"> ➤ Urban water suppliers shall prepare and adopt Urban Water Management Plans (UWMP). The 2015 UWMPs were due to DWR by July 1, 2016. In order to execute a grant agreement under the 2016 Water Energy Grant Program, urban water suppliers must have a UWMP that has been reviewed by DWR and found to have addressed the requirements of the UWMP Act. In addition, urban retail water suppliers UWMPs must document compliance with their 2015 interim water use target. ➤ Agricultural water suppliers shall prepare and adopt Agricultural Water Management Plans (AWMP). The 2015 AWMPs were due to DWR by December 31, 2015. Agricultural water suppliers are required to measure the volume of water delivered to customers, adopt a pricing structure for water customers based at least in part on quantity delivered, and implement additional efficient management practices. Executive Order (EO) B29-15 also required suppliers to include detailed drought management plans. Additionally, EO B29-15 requires agricultural water suppliers that supply water to 10,000 to 25,000 acres of irrigated lands to have submitted AWMPs to DWR by July 1, 2016. In order to receive a 2016 Water-Energy grant, agricultural water suppliers must submit their plan within 30 days of adoption and have received a letter from DWR stating that their plan meets the necessary requirements. 	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-8: Urban Greening Program	
Existing California Climate Investment Program Type	
Urban Greening Program – California Natural Resources Agency	
Lead or Co-applicants must include at least one of the following:	
<ul style="list-style-type: none"> ➤ Public Agency ➤ Nonprofit organization 	<ul style="list-style-type: none"> ➤ Joint Powers Authority ➤ Special District
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ Enhancement and/or expansion of neighborhood park and community space ➤ Greening of public lands and structures, which may include incorporation of riparian habitat for water capture and provide for other public and wildlife benefits ➤ Green streets and alleyways ➤ Urban heat island mitigation and energy conservation efforts 	<ul style="list-style-type: none"> ➤ Non-motorized urban trails that provide safe routes for travel between residences, workplaces, commercial centers, and schools ➤ Conservation easements to preserve agricultural land, open space, wetlands, etc. ➤ Multi-objective storm water projects, including construction of permeable surfaces and collection basins and barriers
Project Costs	
Eligible Costs include, but are not limited to the following:	
<ul style="list-style-type: none"> ➤ Signs and interpretive aids, including exhibits, kiosks, display boards or signs about the project and funding acknowledgement ➤ Project management/non-construction (pre-implementation) costs, including environmental assessments, planning and design, architecture and engineering, construction plans, permitting, direct project management 	<ul style="list-style-type: none"> ➤ Construction, equipment, supplies and materials ➤ Contracted services
Ineligible Costs:	
<i>None listed.</i>	
Readiness Requirements	
Environmental Review:	
CEQA does not have to be completed at the time of the full application, but applicants must report on the status of their CEQA application and indicate that they understand CEQA is to be met by the end of the first year. Grant dollars may be used to complete activities required for CEQA approval. Before the state will reimburse for any grant activities, the project must be shown to be CEQA compliant.	
Site Control:	
<ul style="list-style-type: none"> ➤ Applicant must provide copies of documents verifying current ownership for each and every parcel to be utilized as part of the proposed project, including the rights of way the project will include. ➤ Examples include but are not limited to: <ul style="list-style-type: none"> ○ Tax records ○ Owner data sheets from county records, deeds ○ Title reports ○ If the property is owned by an entity other than the applicant, provide evidence demonstrating long-term access authorizing the applicant to develop on the property (leases, encroachment permits, operations and maintenance agreements, etc.) If an agreement has not yet been executed, a signed letter by the landowner indicating their intent to enter into such an agreement is acceptable. 	
Other Readiness Requirements:	
<ul style="list-style-type: none"> ➤ Indicate any toxic contamination resulting from prior mine-related or other industrial activity on the property. Has a Phase I or II Environmental Site Assessment been completed? If so, address timing of clean-up, types of toxins, and delays to the project construction that might result from this remediation activity. 	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-8: Urban Greening Program	
<ul style="list-style-type: none"> ➤ Describe any due diligence conducted to determine whether there are any abandoned mines on or near the property. ➤ Site plan ➤ Provide detailed plant palette information including whether a certified expert has been involved with the project (e.g. certified arborist). ➤ Photographs of the proposed sites ➤ Location map ➤ Information regarding the entity that will provide operations and maintenance for the project, if other than the applicant ➤ Permit/approval status including but not limited to: <ul style="list-style-type: none"> ○ Permitting agency ○ Type of requirement ○ Date anticipated 	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
<p>Project types will reduce greenhouse gas emissions through tree planting projects that result in carbon sequestration or reduced building energy use, and reduced vehicle miles travelled through pedestrian use of facilities, bikes and pathways.</p> <p>Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Urban Greening Grant Program Quantification Methodology for FY 2016-2017 to estimate the GHG emissions reductions of a proposed project.</p>	
How will GGRF-eligible project types benefit disadvantaged communities?	
<p>Project types will lead to an increased number of trees planted within ½ mile of disadvantaged communities, as well as a significant reduction in flood risk to nearby disadvantaged communities. For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-7 Urban Forestry and Urban Greening in the FY 2016-2017 CARB Funding Guidelines.</p>	
Reporting Requirements	
<p>Reporting requirements applicable to Urban Greening program project types are included under the following programs, as applicable to the selected project types:</p> <ul style="list-style-type: none"> ➤ Urban and Community Forestry ➤ Active Transportation <p>(Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)</p>	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-9: Sustainable Agricultural Lands Conservation Program	
Existing California Climate Investment Program Type	
Sustainable Agricultural Lands Conservation (SALC) - Strategic Growth Council and Department of Conservation Funds two types of grants: Strategy and Outcome Grants (S&O) and Agricultural Conservation Easement (ACE) Grants	
Eligible Applicants/Partners	
<u>Strategy and Outcome Grants:</u>	
➤ Cities	➤ Counties
➤ Collaborators may include agricultural organizations, land trusts, open space districts, or other partners.	
<u>Agricultural and Conservation Easement Grants:</u> All potential applicants must have conservation of farmland among their stated purposes, as prescribed by statute, or as expected in the entity's locally adopted policies	
➤ Cities	➤ Regional Park or open space districts or authorities.
➤ Counties	➤ Resource Conservation Districts
➤ Non-profit organizations	➤ Land trusts
Eligible Project Types	
<u>Strategy and Outcome Grants:</u>	
➤ Establish an Agricultural Land Mitigation Program	➤ Increase Zoning Minimums for Designated Strategic Agricultural Areas
➤ Establish an Agricultural Conservation Easement Purchasing Program	➤ Adopt an Agricultural Greenbelt and Implementation Agreement
➤ Adopt Urban Limit Line or Urban Growth Boundary	
<u>Agricultural and Conservation Easement Grants:</u>	
➤ Agricultural conservation easements	
Project Costs	
Eligible Costs:	
<u>Strategy and Outcome Grants:</u>	
➤ Direct costs, including staff and benefits to implement the work during the performance period specified in the Grant Agreement.	
<u>Agricultural and Conservation Easement Grants:</u>	
➤ Easement purchase price. In no situation shall the ACE purchase price be greater than the appraised fair market value of the agricultural conservation easement.	
➤ Reasonable costs associated with the acquisition, including but not limited to applicant staff time for easement negotiations, technical and legal consulting, appraisal, preliminary title report, baseline conditions report, escrow fees, and title insurance fees. Payment of these costs are subject to Department review.	
Ineligible Costs:	
<u>Strategy and Outcome Grants:</u>	
➤ Indirect overhead costs	
➤ Costs incurred outside of the performance period, Indirect/Overhead Costs, food or beverages (e.g., as part of meetings, workshops, training, or events), and costs for CEQA document preparation are not eligible for reimbursement.	
<u>Agricultural and Conservation Easement Grants:</u>	
➤ Indirect overhead costs	
➤ Ceremonial expenses (including food and beverages)	
➤ Expenses for publicity	
➤ Bonus payments of any kind	
➤ Damage judgments arising from the acquisition, construction, or equipping of a facility, whether determined by judicial process, arbitration, negotiation, or otherwise.	
➤ Interest expenses	
➤ Services, materials, or equipment obtained under any other State program.	
➤ Real estate brokerage fees and/or expenses.	
➤ Stewardship or legal defense funds	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-9: Sustainable Agricultural Lands Conservation Program

Readiness Requirements
<p>Environmental Review: <i>None listed.</i></p>
<p>Site Control: <i>None listed.</i></p>
<p>Other Readiness Requirements: <u>Strategy and Outcome:</u></p> <ul style="list-style-type: none"> ➤ City or County is willing to implement one of the five strategies <p><u>Strategy and Outcome and Agricultural Conservation Easement</u></p> <ul style="list-style-type: none"> ➤ Applicants must demonstrate that agricultural lands are at risk of conversion for purposes of the ARB 2016-2017 Quantification Methodology using one of these options: <ul style="list-style-type: none"> ○ Residential Risk: Valid options to demonstrate risk of conversion for which residential zoning can be used to calculate the number of extinguished development rights: <ol style="list-style-type: none"> 1. Agricultural land identified for development as evidenced by inclusion in a development proposal submitted to the local government, undergoing environmental review, or publicly available from controlling interests within the past 5 years; 2. Agricultural land identified for potential rezoning to non-agricultural use by a jurisdiction as evidenced by a revised zoning proposal or land use plan, or undergoing environmental review, within the past 5 years; 3. Agricultural land within a city’s Sphere of Influence or municipal service boundary and, if applicable, within the city’s urban growth boundary according to the city’s general plan; 4. Agricultural land within a proposed expanded city boundary (annexation), Sphere of Influence, municipal service boundary, or specific plan; 5. Agricultural land within two miles of a city’s Sphere of Influence or municipal service boundary, or within two miles of an unincorporated area which is zoned for or contains residential development where the average lot size is two acres or less. ○ Rural Residential Risk: Valid options to demonstrate risk of conversion for which rural residential zoning can be used to calculate the number of extinguished development rights: <ol style="list-style-type: none"> 1. Agricultural land that is determined to be in conformance with the Subdivision Map Act based on county-issued Certificates of Compliance; 2. Agricultural land up to five miles from land developed or zoned for rural residential use (one to ten acres) in the county General Plan; 3. Agricultural land within five miles of other agricultural land sold or advertised as rural home sites, rural recreational sites, or other development as evidenced through comparable sales, multiple listing services, or similar property sales tools within the last five years. ○ Risk of subdivision to current zoning minimums: Valid options to demonstrate risk of conversion for which the current level of agricultural zoning can be used to calculate the number of extinguished development rights: ○ Agricultural land located within two miles of attraction(s) such as a casino, resort, golf course, public recreation area, school or university; within two miles of a major highway intersection⁴; or within two miles of a planned road expansion project that increases vehicle capacity (e.g., additional lanes).



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-9: Sustainable Agricultural Lands Conservation Program

<p>Other Readiness Requirements <i>(continued)</i>: <u>Agricultural Conservation Easement</u>: ➤ Applicants must demonstrate that agricultural lands are at risk of conversion for purposes of the ARB 2016-2017 Quantification Methodology using one of these options: ○ Residential Risk ○ Rural Residential Risk Risk of subdivision to current zoning minimums</p>	
<p>How are greenhouse gas emission reductions estimated for GGRF-eligible project types?</p> <p>Project types will achieve net GHG reductions through carbon sequestration or by protecting natural lands from GHG-intensive development, and therefore avoided GHG emissions due to the reduction in vehicle miles traveled (VMT) associated with urban development. Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Sustainable Agricultural Lands Conservation Program Quantification Methodology for FY 2016-2017 to estimate GHG emissions reductions for this Project Type.</p>	
<p>How will GGRF-eligible project types benefit disadvantaged communities?</p> <p>Project types will provide benefits to disadvantaged communities by conserving natural and agricultural lands, thereby sequestering carbon and providing open space. For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-6 Land Preservation or Restoration and Forest Health in CARB's 2015 Funding Guidelines.</p>	
<p>Reporting Requirements</p> <p>Summary of Project Type Reporting Requirements, as outlined in Table 3.A-12 of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)</p>	
<p><u>Initial Report</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. Description of Project Components <ol style="list-style-type: none"> a. Type and description b. Location c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2) 3. Funding Details <ol style="list-style-type: none"> a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding 4. Estimated GHG Reductions 5. Estimated Co-benefits 	<p><u>Annual Report (Jobs), if applicable</u></p> <ol style="list-style-type: none"> 1. Description of jobs/job training component 2. Total project work hours 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers 4. Total # of jobs and the associated jobs classification/trade 5. # of jobs provided to DACs and associated job classification/trade 6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade 7. For all job training: <ol style="list-style-type: none"> a. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and b. Type of credential earned 8. GGRF dollars expended for projects that resulted in jobs or job training, to date
<p><u>Annual Reports</u></p> <ol style="list-style-type: none"> 1. Project status 2. Description of project activities completed 3. Project benefits and results (i.e., VMT reductions, open space/greenbelt, etc.) 	<p><u>Phase 2 Reporting</u></p> <p><i>Duration example: Once every two years for 10 year period</i></p> <ol style="list-style-type: none"> 1. Verification that land is still being managed in accordance with terms of the conservation easement 2. Tons of biomass generated/delivered to a renewable energy facility, if applicable Tons of harvested wood generated/delivered to a mill, if applicable



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-10: Urban and Community Forestry Program	
Existing California Climate Investment Program Type	
Urban and Community Forestry Program – California Department of Forestry and Fire Protection (CAL FIRE)	
Lead or Co-applicants must include at least one of the following:	
<ul style="list-style-type: none"> ➤ Cities ➤ Counties ➤ Nonprofit Organizations 	<ul style="list-style-type: none"> ➤ Qualifying Districts (include, but are not limited to, school, park, recreation, water, and local taxing districts)
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ Urban tree planting/vegetation that results in a net GHG benefit that gives special attention to energy conservation, air quality improvement, storm water management water quality, or public health improvements, including: <ul style="list-style-type: none"> ○ Tree and plant establishment care ○ Planting site preparation ➤ Projects using urban woody biomass for its highest and best use ➤ Tree inventory, and/or urban forest mapping and analysis, and/or long term management plan (must include tree planting component) ➤ Innovative urban forest site improvement to create larger, more functional planting sites for trees, such as bio-swales, urban forestry education centers, edible landscaping and/or community gardens and orchards ➤ Funding for the purchase of a small, vacant property or properties from a willing seller to be repurposed for a use consistent with the CA Urban Forestry Act and resulting in a net GHG benefit 	
Project Costs	
Eligible Costs, including but not limited to the following:	
<ul style="list-style-type: none"> ➤ Salaries/wages of employees directly engaged in execution of project types ➤ Fringe Benefits of employees ➤ Consulting and other contractual services to implement project types ➤ Supplies ➤ Equipment (items exceeding \$5,000 or more per unit cost and tangible useful life greater than one year.) 	<ul style="list-style-type: none"> ➤ Reasonable costs associated with acquisition, including but not limited to applicant staff time for easement negotiations, technical and legal consulting, appraisal, preliminary title report, baseline conditions report, escrow fees, and title insurance fees. ➤ Travel to/from project sites, meetings, etc. directly related to grant project
Ineligible Costs:	
<ul style="list-style-type: none"> ➤ Supplantation of funds ➤ Projects not in accordance with CAL FIRE standard and the Urban Forestry Act ➤ Decorative trees grates and decorative tree guards ➤ Tree removal ➤ Inefficient irrigation valves, pumps, sprinkler control timers, or overly costly and elaborate irrigation systems ➤ Urban wood and biomass projects may not remove trees solely for the purpose of utilization ➤ Root barriers ➤ Invasive species are not eligible 	<ul style="list-style-type: none"> ➤ Trees that rely on excessive amounts of water to survive ➤ Trees that are inappropriate for the site selected or require excessive maintenance ➤ Trees that will be less than 25 feet in height with equal crown width at maturity ➤ Palms are not eligible ➤ Trees that will conflict with overhead or underground utilities or ground-located infrastructure
Readiness Requirements	
Environmental Review:	
<p>Applicants must fill out a CEQA checklist that is used to determine if a project is exempt or not. Most projects are (minor alterations to land). If they are not, the State will work with the grantees to complete the necessary analysis if it can be done and the scope of work still completed. Work may not start until the CEQA is complete and the State has filed the necessary document.</p>	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-10: Urban and Community Forestry Program

Site Control:	
Project sites must be able to comply with all applicable laws and achieve the entire scope of work prior to the end of the grant period. Grantees must have clear permission from the governing agency for the sites to be planted and/or utilized. The same is true for private property owner permission in the case of plantings on private property.	
Other Readiness Requirements:	
Grantees must meet with their Regional Urban Forester before beginning work.	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
Project types will reduce greenhouse gas emissions through tree planting, biomass utilization for wood products and biomass utilization for electricity generation. Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Urban and Community Forestry Program Quantification Methodology for FY 2016-2017 to estimate the GHG emissions reductions of a proposed project.	
How will GGRF-eligible project types benefit disadvantaged communities?	
Project types will result in benefits to disadvantaged communities by improving open spaces, parks, greenbelts, and recreational areas publicly accessible by walking within ½ mile of a disadvantaged community, and provide shading and other recreational areas. For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-7 Urban Forestry and Urban Greening in the FY 2016-2017 CARB Funding Guidelines.	
Reporting Requirements	
Summary of Project Type Reporting Requirements, as outlined in Table 3.A-12 Urban Forestry of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)	
<u>Initial Report</u>	<u>Annual Report (Jobs), if applicable</u>
1. Project ID #	1. Description of jobs/job training component
2. Description of Project Components	2. Total project work hours
a. Type and full description of project	3. # of project work hours for jobs provided to DAC residents and associated census tract numbers
b. Location	4. Total # of jobs and the associated jobs classification/trade
c. Anticipated start & completion dates	5. # of jobs provided to DACs and associated job classification/trade
d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need	6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade
e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2)	7. For all job training:
3. Funding Details	8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and
a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type	9. Type of credential earned
b. Total Amt. of GGRF Dollars Allocated to Benefit DAC	10. GGRF dollars expended for projects that resulted in jobs or job training, to date
c. Type of funding	<u>Project Closeout:</u>
4. Estimated Net GHG Benefit	1. Summary of project accomplishments, including benefits to disadvantaged communities
5. Estimated Co-Benefits	2. Total GGRF dollars allocated to benefit disadvantaged communities
<u>Annual Reports</u>	3. Estimated net GHG benefit achieved to date
1. Project status and update by project component (see ARB Funding Guidelines for details)	4. Estimated net GHG benefit for entire project type
2. Description of project activities completed	5. Summary of co-benefits for entire project
3. Number of trees planted and location	<u>Phase 2 Reporting</u> – see next page
4. Vegetation planted and location	
5. Maintenance activities conducted	
6. Project benefits/results (e.g., ridership increases, VMT reductions, energy use reductions, etc.)	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-10: Urban and Community Forestry Program

Phase 2 Reporting

Duration example: Once per year for 5 year period

1. Verification that site is still being maintained in accordance with terms of grant agreement
2. Tons of biomass generated and delivered to a renewable energy facility



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-11: Organics Program	
Existing California Climate Investment Program Type	
Organics Program – CalRecycle	
Lead or Co-applicants must include at least one of the following:	
<ul style="list-style-type: none"> ➤ Local governments ➤ Private, for-profit entities ➤ Solid waste service providers ➤ Operators of composting or anaerobic digestion facilities or other facilities 	<ul style="list-style-type: none"> ➤ Regional or local sanitation agencies, waste agencies, or Joint Powers Authorities State agencies ➤ UC, CSU or other public universities and colleges ➤ Nonprofit organizations (except private schools) ➤ Qualifying Indian tribes
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ Construction, renovation or expansion of compost, anaerobic digestion, or preprocessing of organics for in-state compost or anaerobic digestion facilities and machinery that turn green or food materials into compost and/or energy products ➤ Purchase of associated equipment, machinery and real-estate improvements ➤ Food waste prevention component that rescues edible food from going to landfill and results in distribution to people, with residuals going to anaerobic digestion or other fermentation process when available 	
Project Costs	
Eligible Costs include, but are not limited to the following:	
<ul style="list-style-type: none"> ➤ Costs associated with implementation of the project are eligible with the exception of Ineligible Costs listed below. 	
Ineligible Costs:	
<ul style="list-style-type: none"> ➤ The purchase or retrofitting of vehicles or containers for collection of feedstock when not associated with a food waste prevention component ➤ Collection/delivery/purchase of feedstock (i.e. food waste, green waste, or alternative daily cover) ➤ Food dehydrators and liquefiers unless coupled with increased tons of California generated food materials diverted from landfills and composted or digested ➤ Costs currently covered by another state agency ➤ Environmental review for project permitting, including the preparation of Environmental Impact Reports or related documents ➤ Lease of land or buildings ➤ Purchase of buildings that are not associated with the processing of materials ➤ Purchases of offsets or allowances 	
Readiness Requirements	
Environmental Review:	
CEQA requirements must be met at time of grant execution for any approvals or other requirements to carry out the terms of the agreement.	
Site Control: Applicants that want to establish facilities or expand existing facilities on property not owned by the applicant must prove a legally binding commitment. The application must clearly state the ownership or leasehold interests of the parties. A copy of any agreement between the applicant and private owner must be uploaded along with the application.	
Other Readiness Requirements:	
<ul style="list-style-type: none"> ➤ Report on when the following will be completed: <ul style="list-style-type: none"> ○ Solid Waste Facilities Permit ○ Water Permit ○ Conditional Use Permit ○ Air Quality Permit ○ Licenses and Filings ○ Feedstock Certification (CalRecycle Form 778) 	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
Project types will reduce GHG emissions associated with the diversion of waste from landfills. Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Waste Diversion Grant and Loan Program Quantification Methodology for FY 2015-2016 and FY 2016-2017 to estimate the GHG emissions reductions of a proposed project based on the avoided emissions associated with diversion of organic waste from landfills.	
How will GGRF-eligible project types benefit disadvantaged communities?	
Project types will provide benefits to disadvantaged communities by diverting organic waste from landfills, thereby reducing greenhouse gas emissions associated with landfilled organic waste and potentially increasing food access to disadvantaged community residents. For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-8 Waste Diversion and Utilization in CARB's 2015 Funding Guidelines and Table 2.A-10 Healthy Soils – Agricultural Practices in CARB's Funding Guidelines Supplement for FY 2016-2017 Funds.	
Reporting Requirements	
Summary of Project Type Reporting Requirements, as outlined in Table 3.A-14 Waste Diversion of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)	
<u>Initial Report</u>	<u>Annual Report (Jobs), if applicable (continued)</u>
1. Project ID #	7. For all job training:
2. Description of Project Components	8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and
a. Type and description	9. Type of credential earned
b. Location	10. GGRF dollars expended for projects that resulted in jobs or job training, to date
c. Anticipated start & completion dates	<u>Project Closeout</u>
d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need	1. Summary of accomplishments, including benefits to DACs
e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2, Appendix 2.A)	2. Total GGRF dollars allocated to benefit DACs
3. Funding Details	3. Estimated GHG reductions for entire project
a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type	4. Summary of co-benefits for entire project
b. Total Amt. of GGRF Dollars Allocated to Benefit DAC	<u>Phase 2 Reporting</u>
c. Type of funding (grant)	<i>Duration example: Once per year for 3 year period</i>
4. Estimated GHG Reductions	1. Tons waste diverted and type (green or food)
5. Estimated Co-Benefits	2. Estimated criteria air pollutant reductions achieved to date
<u>Annual Report</u>	3. Amt. of natural gas captured, if applicable
1. Project status	4. Amt. power generated, if applicable
2. Description of project activities completed	5. Amt. of food waste prevented and/or rescued for human consumption, if applicable
3. Tons material diverted from landfill	6. Description/amt. of product produced with recycled material
Tons of food rescued to feed people & census tract #s for food rescued to feed people in DACs	5. Water quality improvements
<u>Annual Report (Jobs), if applicable</u>	
1. Description of jobs/job training component	
2. Total project work hours	
3. # of project work hours for jobs provided to DAC residents and associated census tract numbers	
4. Total # of jobs and the associated jobs classification/trade	
5. # of jobs provided to DACs and associated job classification/trade	
6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-12: Recycled Fiber, Plastic, and Glass Program			
Existing California Climate Investment Program Type			
Recycled Fiber, Plastic, and Glass Program – CalRecycle			
Lead or Co-applicants must include at least one of the following:			
<ul style="list-style-type: none"> ➤ Local governments ➤ Private, for-profit entities ➤ Solid waste service providers ➤ Operators of fiber, plastic, or glass manufacturing facilities 	<ul style="list-style-type: none"> ➤ State agencies ➤ UC, CSU or other public universities and colleges ➤ Nonprofit organizations (except private schools) ➤ Qualifying Indian tribes 		
Eligible TCC-Fundable Project Types			
<ul style="list-style-type: none"> ➤ Construction, renovation or expansion of recycled-content fiber, plastic, or glass facilities and machinery for the manufacture of value-added products ➤ Includes purchase of equipment, machinery and real estate improvements associated with the installation thereof 			
Project Costs			
Eligible Costs include, but are not limited to:			
<ul style="list-style-type: none"> ➤ Costs associated with implementation of the project are eligible with the exception of Ineligible Costs listed below. 			
Ineligible Costs:			
<ul style="list-style-type: none"> ➤ The purchase or retrofitting of vehicles or containers for collection of feedstock ➤ Costs currently covered by another state agency ➤ Environmental review for project permitting, including the preparation of Environmental Impact Reports or related documents ➤ Lease of land or buildings ➤ Purchase of buildings that are not associated with the manufacturing of materials ➤ Travel costs exceeding the state-approved rates for mileage, per diem, lodging, etc. ➤ Purchase of recycled fiber, plastic or glass feedstock ➤ Purchases of offsets or allowances ➤ Costs deemed unreasonable or not related to the grant project by the Grant Manager ➤ Costs associated with projects that use pyrolysis, gasification or other thermal conversion technologies to create products 			
Readiness Requirements			
Environmental Review:			
CEQA requirements must be met at time of grant execution for any approvals or other requirements to carry out the terms of the agreement.			
Site Control:			
Applicants that want to establish facilities or expand existing facilities on property not owned by the applicant must prove a legally binding commitment. The application must clearly state the ownership or leasehold interests of the parties. A copy of any agreement between the applicant and private owner must be uploaded along with the application.			
Other Readiness Requirements:			
<ul style="list-style-type: none"> ➤ Report on when the following will be completed: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> ○ Solid Waste Facilities Permit ○ Water Permit ○ Conditional Use Permit </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> ○ Air Quality Permit ○ Licenses and Filings ○ Feedstock Certification (CalRecycle Form 778) </td> </tr> </table> 		<ul style="list-style-type: none"> ○ Solid Waste Facilities Permit ○ Water Permit ○ Conditional Use Permit 	<ul style="list-style-type: none"> ○ Air Quality Permit ○ Licenses and Filings ○ Feedstock Certification (CalRecycle Form 778)
<ul style="list-style-type: none"> ○ Solid Waste Facilities Permit ○ Water Permit ○ Conditional Use Permit 	<ul style="list-style-type: none"> ○ Air Quality Permit ○ Licenses and Filings ○ Feedstock Certification (CalRecycle Form 778) 		
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?			
Project types will reduce GHG emissions associated with the diversion of waste from landfills. Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Waste Diversion Grant and Loan Program Quantification Methodology for FY 2015-2016 and FY 2016-2017 to estimate the GHG emissions reductions of a proposed project based on the avoided emissions associated with diversion of waste from landfills.			



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-12: Recycled Fiber, Plastic, and Glass Program	
How will GGRF-eligible project types benefit disadvantaged communities?	
<p>Project types will provide benefits to disadvantaged communities by diverting waste from landfills, thereby reducing greenhouse gas emissions associated with landfills and providing direct air or water quality benefits in disadvantaged communities.</p> <p>For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-8 Waste Diversion and Utilization in CARB's 2015 Funding Guidelines.</p>	
Reporting Requirements	
<p>Summary of Project Type Reporting Requirements, as outlined in Table 3.A-14 Waste Diversion of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)</p>	
<p><u>Initial Report</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. Description of Project Components <ol style="list-style-type: none"> a. Type and description b. Location c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2, Appendix 2.A) 3. Funding Details <ol style="list-style-type: none"> a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding (grant) 4. Estimated GHG Reductions 5. Estimated Co-Benefits <p><u>Annual Report</u></p> <ol style="list-style-type: none"> 1. Project status 2. Description of project activities completed 3. Tons material diverted from landfill 4. Tons of food rescued to feed people & census tract #s for food rescued to feed people in DACs <p><u>Annual Report (Jobs), if applicable</u></p> <ol style="list-style-type: none"> 1. Description of jobs/job training component 2. Total project work hours 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers 4. Total # of jobs and the associated jobs classification/trade 	<p><u>Annual Report (Jobs), if applicable</u> (continued)</p> <ol style="list-style-type: none"> 5. # of jobs provided to DACs and associated job classification/trade 6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade 7. For all job training: 8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and 9. Type of credential earned 10. GGRF dollars expended for projects that resulted in jobs or job training, to date <p><u>Project Closeout</u></p> <ol style="list-style-type: none"> 1. Summary of accomplishments, including benefits to DACs 2. Total GGRF dollars allocated to benefit DACs 3. Estimated GHG reductions for entire project 4. Summary of co-benefits for entire project <p><u>Phase 2 Reporting</u></p> <p><i>Duration example: Once per year for 3 year period</i></p> <ol style="list-style-type: none"> 1. Tons waste diverted and type (green or food) 2. Estimated criteria air pollutant reductions achieved to date 3. Amt. of natural gas captured, if applicable 4. Amt. power generated, if applicable 5. Amt. of food waste prevented and/or rescued for human consumption, if applicable 6. Description/amt. of product produced with recycled material 7. Water quality improvements



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-13: Food Waste Prevention and Rescue Program	
Existing California Climate Investment Program Type	
Food Waste Prevention and Rescue Program – CalRecycle	
Lead or Co-applicants must include at least one of the following:	
<ul style="list-style-type: none"> ➤ Local governments ➤ Regional or local sanitation agencies, waste agencies, or Joint Powers of Authority ➤ Nonprofit organizations (except private schools) ➤ Private, for-profit entities ➤ State or federal agencies 	<ul style="list-style-type: none"> ➤ Universities of CA, CA Statute Universities and CA Community Colleges ➤ Solid waste facilities ➤ Public school districts ➤ Qualifying Indian tribes
Eligible TCC-Fundable Project Types	
<ul style="list-style-type: none"> ➤ New or expanded food waste prevention programs or projects ➤ New or expanded food rescue projects that result in food being distributed to people, with residuals being sent to composting or digestion when available in project area 	
Project Costs	
Eligible Costs include, but are not limited to:	
<ul style="list-style-type: none"> ➤ Refrigerators, freezers, and refrigeration systems ➤ Transportation such as refrigerated trucks ➤ Storage and collection infrastructure such as food crates or bins ➤ Food preparation and cooking items such as ovens, ranges, etc. ➤ Salaries ➤ Software costs (food waste online exchange and source reduction platforms) 	
Ineligible Costs:	
<ul style="list-style-type: none"> ➤ Food waste dehydrators and liquefiers. ➤ Environmental review for project permitting, including the preparation of Environmental Impact Reports or related documents ➤ Purchase or lease of land or buildings ➤ Purchase of feedstock (food) 	
Readiness Requirements	
Environmental Review:	
CEQA requirements must be met at time of grant execution for any approvals or other requirements to carry out the terms of the agreement.	
Site Control:	
Applicants that want to establish facilities or expand existing facilities on property not owned by the applicant must prove a legally binding commitment. The application must clearly state the ownership or leasehold interests of the parties. A copy of any agreement between the applicant and private owner must be uploaded along with the application.	
Other Readiness Requirements:	
<ul style="list-style-type: none"> ➤ Certification of Food Amount Available 	
How are greenhouse gas emission reductions estimated for GGRF-eligible project types?	
Project types will reduce GHG emissions associated with the diversion of food waste from landfills through prevention and/or rescue of edible food. Per TCC Quantification Methodology for FY 2016-2017, applicants will use the Waste Diversion Grant and Loan Program Quantification Methodology for FY 2015-2016 and FY 2016-2017 to estimate the GHG emissions reductions of a proposed project based on the avoided emissions associated with diversion of waste from landfills.	



Appendix D: TCC Funded Project Types, Eligibility, and Requirements by CCI Program

Table D-13: Food Waste Prevention and Rescue Program	
How will GGRF-eligible project types benefit disadvantaged communities?	
<p>Project types will provide benefits to disadvantaged communities by diverting waste from landfills, thereby reducing greenhouse gas emissions associated with landfilled waste and increasing food access to disadvantaged community residents.</p> <p>For criteria to evaluate project benefits to disadvantaged communities, please see Table 2.A-8 Waste Diversion and Utilization in CARB's 2015 Funding Guidelines and Table 2.A-10 Healthy Soils – Agricultural Practices in CARB's Funding Guidelines Supplement for FY 2016-2017 Funds.</p>	
Reporting Requirements	
<p>Summary of Project Type Reporting Requirements, as outlined in Table 3.A-14 Waste Diversion of CARB's 2015 Funding Guidelines. (Please note: CARB is currently updating the California Climate Investment Funding Guidelines and applicable reporting requirements. Applicants should be aware of these updates and potential changes to reporting requirements.)</p>	
<p><u>Initial Report</u></p> <ol style="list-style-type: none"> 1. Project ID # 2. Description of Project Components <ol style="list-style-type: none"> a. Type and description b. Location c. Anticipated start & completion dates d. How Project Benefits Disadvantaged Communities (DAC) and Meaningfully Addresses Important Community Need e. How Project Meets Investment Benefit to DAC Criteria (Funding Guidelines Volume 2, Appendix 2.A) 3. Funding Details <ol style="list-style-type: none"> a. Total Cost, separated by Amt. of Non & GGRF Dollars Allocated, per Project Type b. Total Amt. of GGRF Dollars Allocated to Benefit DAC c. Type of funding (grant) 4. Estimated GHG Reductions 5. Estimated Co-Benefits <p><u>Annual Report</u></p> <ol style="list-style-type: none"> 1. Project status 2. Description of project activities completed 3. Tons material diverted from landfill 4. Tons of food rescued to feed people & census tract #s for food rescued to feed people in DACs 	<p><u>Annual Report (Jobs), if applicable</u></p> <ol style="list-style-type: none"> 1. Description of jobs/job training component 2. Total project work hours 3. # of project work hours for jobs provided to DAC residents and associated census tract numbers 4. Total # of jobs and the associated jobs classification/trade 5. # of jobs provided to DACs and associated job classification/trade 6. Entry-level and median hourly wage or entry-level and median total compensation for each job classification/trade 7. For all job training: 8. Total # of people and total # of DAC community residents that completed training and associated job classification/trade, and 9. Type of credential earned 10. GGRF dollars expended for projects that resulted in jobs or job training, to date <p><u>Project Closeout</u></p> <ol style="list-style-type: none"> 1. Summary of accomplishments, including benefits to DACs 2. Total GGRF dollars allocated to benefit DACs 3. Estimated GHG reductions for entire project 4. Summary of co-benefits for entire project <p><u>Phase 2 Reporting</u></p> <p><i>Duration example: Once per year for 3 year period</i></p> <ol style="list-style-type: none"> 1. Tons waste diverted and type (green or food) 2. Estimated criteria air pollutant reductions achieved to date 3. Amt. of natural gas captured, if applicable 4. Amt. power generated, if applicable 5. Amt. of food waste prevented and/or rescued for human consumption, if applicable 6. Description/amt. of product produced with recycled material 7. Water quality improvements



Appendix E: Additional Indicators and Leverage Funded Project Type Examples

The following table outlines, by Strategy, example Project Types that are not included in any of the existing California Climate Investment Programs and must use leverage funding sources. The table also lists additional Indicators that may be applicable based on selected Project Types, and may also be required to be tracked and reported. Final determination of Indicators to be tracked and reported will occur during the Pre-contract Consultation, and will be based on the selected Project Area, Project Types, and in consultation with an independent, Third-Party Program Evaluator.

Example Project Types Requiring Leverage Funding (by Strategy)	Additional Indicators, As Applicable to Selected Project Types
STRATEGY 1. Equitable Housing and Neighborhood Development	
<ul style="list-style-type: none"> ➤ Anti-Displacement Programs <ul style="list-style-type: none"> ○ Land banking programs ○ Incentives for contributions to local community land trusts ○ Establishment of a small business advocate office ○ Creation and maintenance of a small business alliance ○ Formal program to ensure that part of the proposal implementation purchases come from local businesses ➤ Low impact development projects that emphasize conservation and use of on-site natural features to protect water quality 	<ul style="list-style-type: none"> ➤ Indicators to monitor displacement/gentrification ➤ # affordable housing units ➤ # market rate housing units ➤ # of green building units or retrofits ➤ Concentration of subsidized housing ➤ Mixed-income housing ➤ Housing cost burden ➤ Housing crowding
STRATEGY 2. Transit Access and Mobility	
<ul style="list-style-type: none"> ➤ Equipment and infrastructure to operate and support zero-emission buses (as stand-alone project) ➤ Transportation-related infrastructure (as stand-alone project) ➤ Stand-alone education, outreach & training programs: <ul style="list-style-type: none"> ○ Active transportation ○ Transit ridership ○ Criteria air pollutant reduction ➤ Advanced technology mobility options, such as application-based ride sharing services (as stand-alone project) ➤ Transportation projects that reduce noise and construction costs through use of tire derived aggregate and rubberized pavement technologies ➤ Biking or walking loops that don't improve connectivity ➤ Routine maintenance of transportation infrastructure <ul style="list-style-type: none"> ○ Counts/data collection associated with studies ○ Drought-resistant, climate-appropriate landscaping at transit stops ➤ Parking pricing and preference policies to encourage active transportation or transit use ➤ Electric scooters and scooter sharing programs 	<ul style="list-style-type: none"> ➤ Vehicle miles traveled (VMT) ➤ Ridership increases ➤ Car sharing metrics ➤ Fuel use reductions ➤ Fuel cost savings ➤ Percent of income spent on transportation ➤ Energy use reductions ➤ Estimated criteria air pollutant reductions ➤ Mode share (travel to work) ➤ Transit accessibility ➤ Count of transportation choices available in project area ➤ Miles or density of pedestrian-oriented facilities (paths, sidewalks, etc.) ➤ Ratio of sidewalk and/or bicycle lanes to roadway miles ➤ Percentage of population living within a half-mile distance of frequent-service transit stops ➤ Street intersection density

Appendix E: Additional Indicators and Leverage Funded Project Type Examples

Example Project Types Requiring Leverage Funding (by Strategy)	Additional Indicators, As Applicable to Selected Project Types
	<ul style="list-style-type: none"> ➤ Active transport miles traveled ➤ Pedestrian and cyclist injuries/fatalities ➤ Hybrid and zero-emission vehicles ➤ Electric vehicle miles traveled or kWh charging
STRATEGY 3. Decarbonized Energy and Energy Efficiency	
<ul style="list-style-type: none"> ➤ Cool roofs ➤ Cool pavements ➤ Energy education programs ➤ Replacement of existing, uncertified residential wood burning devices with more efficient heating devices ➤ Projects to reduce urban heat island effect 	<ul style="list-style-type: none"> ➤ Electricity consumption/reductions ➤ Fuel cost savings ➤ Incentive rebates deployed ➤ Zero net energy buildings ➤ Energy use intensity ➤ Renewable energy as part of total energy supply
STRATEGY 4. Water Efficiency	
<ul style="list-style-type: none"> ➤ Low flow toilets ➤ Irrigation/sprinkler controls (i.e., drip watering systems, timers, moisture sensors, etc.) ➤ Use of mulch layer made from recycled materials on landscaped areas to retain soil moisture ➤ Use of compost made from recycled materials on landscape soil to increase soil water holding capacity ➤ Replacement of lawns with drought resistant and low water use landscapes in public and private spaces ➤ Sculpting of urban landscapes to reduce runoff and increase infiltration of rainwater ➤ Installation of onsite rainwater catchment systems, including treatment and reuse ➤ Installation of onsite graywater capture and irrigation systems, including treatment and reuse 	<ul style="list-style-type: none"> ➤ Water savings ➤ Energy savings ➤ Acres of wildlife habitat added (as applicable) ➤ Water use ➤ Water supply/availability ➤ Water quality
STRATEGY 5. Materials Management	
<ul style="list-style-type: none"> ➤ Stand-alone food waste prevention, rescue, and recycling education programs ➤ Stand-alone food rescue programs ➤ Stand-alone recycling education programs ➤ Residential or commercial compost, anaerobic digestion, or recycling collection equipment or programs ➤ Hyperlocal or community-scale composting programs ➤ Reuse and repair programs for non-traditional recyclables (appliances, electronics, textiles, etc) ➤ Water treatment programs ➤ Replacement of conventional construction materials with recycled content materials that improve the quality of life and reduce GHG emissions ➤ Use of locally produced compost and mulch from recycled materials ➤ Replacement of lawns and traditional landscapes for drought-tolerant and climate-appropriate landscapes to reduce the generation of green wastes 	<ul style="list-style-type: none"> ➤ Amt. of natural gas captured ➤ Amt. of food rescued to feed community members ➤ kWh from renewable biogas to fuels ➤ Products generated from reclaimed materials ➤ Landfill (LF) tonnage ➤ Materials diverted from LF ➤ Vehicles retired in car scrap/replace program



Appendix E: Additional Indicators and Leverage Funded Project Type Examples

Example Project Types Requiring Leverage Funding (by Strategy)	Additional Indicators, As Applicable to Selected Project Types
<ul style="list-style-type: none"> ➤ Building projects built to CALGreen Tier 1 or 2 standards or built to other green building certification 	
STRATEGY 6. Urban Greening and Green Infrastructure	
<ul style="list-style-type: none"> ➤ Projects intended to correct problems caused by inadequate maintenance ➤ Stand-alone educational or training programs ➤ Community gardens and community composting sites ➤ Installation of drought-resistant, low-maintenance, climate appropriate landscapes 	<ul style="list-style-type: none"> ➤ # trees planted ➤ Vegetation planted ➤ Reduced flood risk ➤ Storm water runoff quantity ➤ Storm water runoff quality ➤ Water storage ➤ Sediment flux ➤ Parks and green spaces ➤ Permeable surfaces ➤ Urban tree canopy ➤ Urban pedestrian and biking trails ➤ Indicators associated with groundwater recharge ➤ Quantity of bioswales
STRATEGY 7. Land Conservation and Restoration	
<ul style="list-style-type: none"> ➤ Indirect overhead costs related to purchase of easement ➤ Costs for CEQA document preparation ➤ Flood risk reduction projects ➤ Integration of compost to increase soil organic matter content ➤ Conversion of traditional urban or suburban landscapes or marginal agricultural lands to climate-appropriate, native-species-dominated landscapes ➤ Low impact development through innovative storm water management 	<ul style="list-style-type: none"> ➤ VMT reductions ➤ Open space ➤ Wildlife habitat ➤ Tons of biomass generated & delivered to renewable energy facility ➤ Tons of harvested wood generated and delivered to mill ➤ Land preserved/restored ➤ Indicators associated with stormwater management and groundwater recharge
STRATEGY 8. Health and Well Being	
<ul style="list-style-type: none"> ➤ Purchase land for development into community gardens or farms ➤ Community gardens, farms, food processing facilities, regional food hubs, and distribution centers ➤ Construct/expand grocery stores, local markets, or food distribution programs (i.e., Community Supported Agriculture) that provide access to healthy and fresh food ➤ Food waste reduction and rescue programs ➤ Agricultural education opportunities for children and adults ➤ Outdoor experiential education and wilderness therapy 	<ul style="list-style-type: none"> ➤ Estimated criteria pollutant reductions (Required) ➤ Asthma/respiratory disease incidence (Required) ➤ Pedestrian/cyclist injuries ➤ Access to primary care ➤ Food insecurity rate ➤ Access to healthy food ➤ Community gardens

Appendix E: Additional Indicators and Leverage Funded Project Type Examples

<p>Example Project Types Requiring Leverage Funding (by Strategy)</p>	<p>Additional Indicators, As Applicable to Selected Project Types</p>
<ul style="list-style-type: none"> ➤ Permanently protect agricultural land with conservation easements ➤ Health education programs ➤ Exercise and fitness programs ➤ Playground or park exercise equipment ➤ Recreational facilities (i.e. sports fields, campgrounds, picnic areas, bathrooms) ➤ Reductions in fertilizer and pesticide use in landscapes ➤ Reduction in small gas engine use in landscapes ➤ Group activity programs that promote social engagement for older adults and children ➤ Early childhood home visiting programs and other nurse home visiting programs ➤ Parenting and fatherhood programs ➤ Community centers and other programs that increase civic participation 	<ul style="list-style-type: none"> ➤ Farms, food processing, and distribution facilities ➤ Agricultural and food education opportunities ➤ Protected farmland ➤ Number of farmers markets ➤ Overall health status ➤ Psychological distress ➤ Neighborhood safety
<p>STRATEGY 9. Workforce Development and Education</p>	
<ul style="list-style-type: none"> ➤ Pre-apprenticeship programs connected to registered apprenticeships ➤ Industry credential programs ➤ Workforce development partnerships ➤ Education and training programs 	<ul style="list-style-type: none"> ➤ Participation in workforce training/ apprenticeship programs (Required) ➤ # enrolled in workforce training ➤ # completed workforce training ➤ # earning an industry-recognized credential ➤ # placed in related jobs or further education ➤ Job training benefits ➤ Educational attainment ➤ Credential attainment ➤ Educational opportunity ➤ Population with higher educational attainment than their parents
<p>STRATEGY 10. High Quality Job Creation and Local Economic Development</p>	
<ul style="list-style-type: none"> ➤ Green job development programs ➤ Project labor agreements ➤ Community workforce agreements ➤ Job incentive programs ➤ Job placement programs ➤ Business development programs 	<ul style="list-style-type: none"> ➤ New high-quality, career track jobs (Required) ➤ Total jobs ➤ Labor workforce participation ➤ Contracts with local businesses ➤ Local economic output ➤ Business density ➤ New business registrations ➤ Growth rate of average per capita income



Appendix F: Other State Funding and Resources

Equitable Housing and Neighborhood Development

Program Name	Program Description	Eligibility	Type	Minimum/Maximum Award Amount	Website
Permanent Lending: Perm Takeout Loan	The California Housing Finance Authority (CalHFA) partners with private banks to provide a rate lock for a loan. CalHFA takes out the private lender (construction loan) with a permanent loan. These loans help affordable housing projects by requiring less cash flow to support debt because of very low rates. This program can be paired with other CalHFA programs (e.g. acquisition bonds). Tax exempt.	Rehab or new construction to preserve and/or increase the affordability of existing multi-family housing developments in need of substantial rehabilitation or recapitalization utilizing tax credits, but already have short term financing	Loan	Minimum loan amount of \$1 million	http://www.calhfa.ca.gov/multifamily/programs/permanent-takeout/index.htm
Acquisition/Rehabilitation Loan Program	Provides acquisition/rehabilitation and permanent loan financing in order to preserve and/or increase the affordability of existing multi-family housing developments in need of rehabilitation or recapitalization utilizing tax credits and in need of short term financing. Tax exempt.	Multi-family rehabilitation projects using tax credit financing	Loan		http://www.calhfa.ca.gov/multifamily/programs/acquisition/index.htm
Permanent Lending: Small Loan Program	Permanent loan focused on rural housing but can also be urban. Taxable. Provides acquisition/rehabilitation and permanent loan financing in order to preserve and/or increase the affordability of existing, smaller multi-family housing developments.		Loan	Maximum loan amount of \$3.5 million	http://www.calhfa.ca.gov/multifamily/programs/smallloan/index.htm
Special Needs Housing Program	Funding is from Proposition 63 and is for housing for mentally ill at risk of homelessness. Tax revenue money goes directly to counties, and counties can choose to allocate the funds directly to CalHFA, which then administers the financing for projects that the counties identify. Financing is gap financing intended to be a bridge to the No Place Like Home Program.	Housing for mentally ill at risk of homelessness			http://www.calhfa.ca.gov/multifamily/snhp/index.htm

Appendix F: Other State Funding and Resources

Transit Access and Mobility

Program Name	Program Description	Eligibility	Type	Maximum/Minimum Award Amount	Website
Zero Emissions Vehicle (ZEV) Program	Coordinates state efforts on ZEV infrastructure - Crafts strategies to accelerate ZEV infrastructure deployment - Tracks and expedites the development of electric vehicle (EV) charging and hydrogen fueling stations throughout the State - Strives to map the State's ZEV supply chain and identify areas for further business engagement and growth in California	Varies by funding source	Varies		http://www.businessportal.ca.gov/Business-Assistance/Start-a-Business/Zero-Emission-Vehicle-Program#218085-zev-incentives
Sales and Use Tax Exclusion (STE) Program	Sales and use tax exclusion to manufacturers that promote alternative energy and advanced transportation. These manufacturers create tens of thousands of high-paying, permanent jobs that bolster the State's economy. The STE Program is currently authorized through 2020. Part of ZEV Program.	Alternative Source product manufacturers, manufacturers of Advanced Transportation Technologies, Advanced Manufacturers, and manufacturers that process Recycled feedstock or utilize Recycled feedstock in the production of another product or soil amendment.			http://www.treasurer.ca.gov/caeatfa/state/index.asp
Electric Vehicle Charging Station Financing Program	Loans for the design, development, purchase, and installation of EV charging stations at small business locations in California. The program may provide up to 100% coverage to lenders on certain loan defaults. Borrowers may be eligible to receive a rebate of 10-15% of the enrolled loan amount. Part of ZEV program.	Any federal or state-chartered bank, savings association, certified Community Development Financial Institutions (CDFI), or credit union may apply. Finance Lenders and others may also be eligible.	Loan	Maximum loan amount of \$500,000	http://www.treasurer.ca.gov/cpcfca/calcap/evcs/
Infrastructure State Revolving Fund (ISRF) Program	Provides financing to public agencies and non-profits sponsored by public agencies for a variety of infrastructure and economic development projects (excluding housing).	Eligible projects include: city streets; drainage, water supply and flood control; educational, cultural and social facilities; and environmental mitigation measures. See full list on website.	Loan	Between \$50,000 - \$25 million	http://www.ibank.ca.gov/ibank/programs/isrf

Appendix F: Other State Funding and Resources

Transit Access and Mobility

Program Name	Program Description	Eligibility	Type	Maximum/Minimum Award Amount	Website
<p>California Lending for Energy and Environmental Needs (CLEEN)</p>	<p>Provides direct public financing to municipalities, universities, schools and hospitals to help meet the State's goals for greenhouse gas reduction, water conservation and environmental preservation. The CLEEN Center offers two programs: the Statewide Energy Efficiency Program (SWEEP) and the Light Emitting Diode Street Lighting Program (LED). Financing can be through a direct loan from IBank or publicly offered tax-exempt bonds in amounts from \$500,000 to \$30 million.</p>	<p>Varies by program</p>	<p>Loan</p>		<p>http://www.ibank.ca.gov/ibank/programs/what-is-clean</p>

Appendix F: Other State Funding and Resources

Decarbonized Energy and Energy Efficiency

Program Name	Program Description	Eligibility	Type	Maximum/Minimum Award Amounts	Website
Electric Program Investment Charge (EPIC)	The Electric Program Investment Charge was created to fund public interest investments in clean energy technologies and approaches for the benefit of electricity ratepayers of California's three largest electric investor-owned utilities.	Private and public entities, educational facilities, research organizations, and national laboratories.	Grant	Between \$250,000 - \$5 million	http://www.energy.ca.gov/research/epic/
Private Activity Bonds for District Heating & Cooling	Provides long term financing (up to 30 years) for district heating and cooling through the tax exempt bond market.				http://www.treasurer.ca.gov/caeatfa/heating_cooling.asp
Energy Conservation Assistance Act (ECAA) Low Interest Loans (1%)	Funds are available for low-interest loans for energy efficiency and renewable energy generation projects to local jurisdictions, public care institutions, public hospitals, public colleges (except community college districts), and special districts. This is a continuously appropriated, revolving loan program. Funds are made readily available under the solicitation as they become available through loan repayments and interest earnings or new funding.	The California Energy Commission accepts loan applications on a first-come, first-served basis. Local jurisdictions, special districts, public care institutions, public hospitals, and public colleges (except community college districts) are all eligible to apply.	Loan	Maximum loan amount is \$3 million per application. No minimum.	http://www.energy.ca.gov/efficiency/financing/index.html

Appendix F: Other State Funding and Resources

Decarbonized Energy and Energy Efficiency

Program Name	Program Description	Eligibility	Type	Maximum/Minimum Award Amounts	Website
Energy Conservation Assistance Act - Education Subaccount (ECAA-Ed) No Interest Loans (0%)	Funds are available for no-interest loans for energy efficiency and renewable energy generation projects to school districts, charter schools, county offices of education, state special schools, and community college districts. This is a continuously appropriated, revolving loan program and funds are made available through the California Clean Energy Jobs Act (Proposition 39).	The California Energy Commission accepts loan applications on a first-come, first-served basis. School districts, charter schools, county offices of education, state special schools, and community college districts designated to receive Proposition 39 award funds are eligible to apply.	Loan	Maximum loan amount is \$3 million per application. No minimum.	http://www.energy.ca.gov/efficiency/financing/index.html
New Solar Homes Partnership (NSHP)	Provides incentives for solar on new home construction. To be eligible for the NSHP incentive, the home must receive electricity from one of the following investor-owned utilities: Pacific Gas and Electric Company, Southern California Edison Company, San Diego Gas and Electric Company, and Bear Valley Electric Service.	Building owners or developers may apply to install solar systems on that use flat-rate photovoltaic technology installed on newly constructed residential buildings that have achieved an Energy Commission-specified level of energy efficiency	Rebate	Maximum: Affordable Housing-- 75% of system cost; other projects-- 50% of system cost	http://www.gosolarcalifornia.ca.gov/about/nshp.php

Appendix F: Other State Funding and Resources

Water Efficiency

Program Name	Program Description	Eligibility	Type	Maximum/ Minimum Award Amounts	Website
Urban Rivers	Multibenefit watershed and urban rivers enhancement projects in urban watersheds that increase regional and local water self-sufficiency. Projects must meet at least two of the following five statutory objectives: 1) promote groundwater recharge and water use; 2) reduce energy consumption; 3) use soils, plants, and natural processes to treat water; 4) create, or restore native habitat; and 5) increase regional and local resiliency and adaptability to climate change.	Public agencies, California nonprofit organizations, public utilities, federally-recognized Indian tribes, state Indian tribes listed on the Native American Heritage Commission's California Tribal Consultation list and mutual water companies. All nonprofits must be a 501(c)(3) as verified by the Internal Revenue Service.	Grant	None	http://resources.ca.gov/docs/bonds_and_grants/urban-rivers/DRAFT%20URBAN%20RIVERS%20GUIDELINES.pdf
Prop 1 Integrated Regional Water Management (IRWM)	Grant funds for development and revisions of IRWM Plans, and implementation of projects in IRWM Plans. Goals of Projects: a) help water infrastructure systems adapt to climate change, including, but not limited to, sea level rise; b) provide incentives for water agencies throughout each watershed to collaborate in managing the region's water resources and setting regional priorities for water infrastructure; and c) improve regional water self-reliance consistent with Section 85021.	Public agencies, non-profit organizations, public utilities, federally-recognized Indian tribes, state Indian tribes listed on the Native American Heritage Commission's Tribal Consultation list, and mutual water companies (Water Code Section 97917 (a-b)).	Grant	Proposition 1 bond funding allocation for the entire program is \$510 million for 12 funding areas. Guidelines contain information on how potential funding of multiple IRWM efforts within a funding area will occur and maximum grant amount per funding area. The Proposal Solicitation Packages (PSP) and Request for Proposal (RFP) will have predetermined amount of funds available.	http://www.water.ca.gov/irwm/grants/prop1index.cfm

Appendix F: Other State Funding and Resources

Materials Management

Program Name	Program Description	Eligibility	Type	Maximum/ Minimum Award Amounts	Website
California Safe Drinking Water Bond Law of 1988	Projects that help meet the Safe Drinking Water Standards. Funded by Proposition 81.	Private Systems: Any person, partnership, corporation, association, tribe, or other entity or political subdivision of the state which owns or operates a domestic water system. Public Agencies: Any city, county, city and county, district, joint powers authority, or other political subdivision of the state which owns or operates a domestic water system.	Loan/Grant	Please contact program staff for funding limits.	http://water.ca.gov/grantsloans/grants/prop81sdw/index.cfm
Water Recycling	The Program promotes the beneficial use of treated municipal wastewater (water recycling) in order to augment or offset fresh water supplies in California by providing technical and financial assistance to agencies and other stakeholders in support of water recycling projects and research.	Public Agencies	Loan/Grant	Construction Grants: 35% of total project costs (\$15 million maximum) Construction Loans: Low interest loans with up to 30-year term based on credit review.	http://www.waterboards.ca.gov/water_issues/programs/grants_loans/water_recycling/
Orphan Site Cleanup Fund	Program provides financial assistance to eligible applicants for the cleanup of sites contaminated by leaking petroleum underground storage tanks (USTs) where there is no financially responsible party, and the applicant is not an eligible claimant to the UST Cleanup Fund.	All entities with exception of Federal/State Agencies	Grant	Maximum award is \$1 million per occurrence on or after January 1, 2016 and \$1.5 million before January 1, 2016.	https://www.waterboards.ca.gov/

Appendix F: Other State Funding and Resources

Materials Management

Program Name	Program Description	Eligibility	Type	Maximum/ Minimum Award Amounts	Website
Clean Water State Revolving Fund Program	The Federal Water Pollution Control Act (Clean Water Act or CWA), as amended in 1987, established the Clean Water State Revolving Fund (CWSRF) program. The CWSRF program offers low-interest financing agreements for water quality projects such as construction of publicly-owned facilities and expanded use projects.	Public agencies, tribal governments, designated and approved management agency under Section 208 of the Clean Water Act.	Loan/Grant	None	http://www.waterboards.ca.gov/water_issues/programs/grants_loans/srf/index.shtml
Prop 1, Water Quality, Supply, and Infrastructure Improvement Act of 2014	Proposition 1 authorized general obligation bonds for water projects including surface and groundwater storage, public water system infrastructure improvements, and drinking water protection and remediation.	Public agencies, nonprofit organizations, public utilities, federally-recognized Native American tribes, and mutual water companies.	Loan/Grant	Varies by Program	http://www.waterboards.ca.gov/water_issues/programs/grants_loans/proposition1.shtml

Appendix F: Other State Funding and Resources

Urban Greening and Green Infrastructure

Program Name	Program Summary	Eligibility	Type	Maximum/ Minimum Award Amounts	Website
Drought Response Outreach Program for Schools (DROPS)	The program provides funds for stormwater capture projects to reduce stormwater pollution and increase infiltration. All projects must include a student education aspect to teach students about the water quality benefits of the installed project.	K-12 school districts, county offices of education, federally-recognized tribes (only Proposition 13 Watershed funds), and K-12 charter schools located on publicly-owned property.	Grant	Sliding scale depending on applicant size: \$50,000 - \$2.5 million	http://www.waterboards.ca.gov/drops/
Proposition 1, Chapter 7, Section 79747(a) - Stormwater	Grants for multi-benefit storm water management projects.	Public agencies, nonprofit organizations, public utilities, state and federally-recognized Native American tribes, and mutual water companies.	Grant	Planning: Maximum \$500,000, Minimum \$50,000 Implementation: Maximum \$10 million, Minimum \$250,000	http://www.waterboards.ca.gov/water_issues/programs/grants_loans/swgp/prop1/
Environmental Enhancement & Mitigation	Funding for projects that contribute to mitigation of the environmental effects of transportation facilities as follows: 1) urban forestry projects designed to offset vehicular emissions of carbon dioxide; 2) resource lands projects that provide for the acquisition or enhancement of resource lands to mitigate the loss of, or the detriment to, resource lands lying within or near the right-of-way acquired for transportation improvements; and 3) mitigation projects beyond the scope of the lead agency responsible for assessing the environmental impact of the proposed transportation improvement.	Any State, local, federal, or 501c(3) non-profit entity. The agency or entity is not required to be a transportation or highway related organization, but must be able to demonstrate adequate charter or enabling authority to carry out the type of project proposed. Two or more entities may participate in a project with one designated as the lead agency	Grant	Maximum: \$1 million for acquisitions and generally, \$500,000 for development projects	http://resources.ca.gov/grants/environmental-enhancement-and-mitigation-eem/

Appendix F: Other State Funding and Resources

Land Conservation and Restoration

Program Name	Program Description	Eligibility	Type	Minimum/Maximum Award Amount	Website
<p>Flood Corridor Program</p>	<p>This statewide program funds multi-objective, flood risk reduction projects that protect and restore floodplains and preserve or enhance wildlife habitat and agriculture. The program funds primarily non-structural projects, including acquiring and conserving floodplains, removing structures and precluding development in flood prone areas, and constructing earthen detention basins, along with restoring habitat and protecting agricultural land. Setback levees are also included when they enable a more naturally functioning floodplain.</p> <p>Flood Corridor Program includes three flood protection grant programs:</p> <ul style="list-style-type: none"> • Flood Protection Corridor Program (Propositions 13 and 84); • Floodway Corridor Program (Proposition 1E); and • Central Valley Nonstructural Grants Program (Proposition 1E). 	<p>Local public agencies (county, city, district or joint powers authority), nonprofit organizations, California Native American Tribes registered as a nonprofit organization or partner of a nonprofit or local public agency.</p> <p>Also, direct expenditure funding to other government agencies (local, State, or federal), nonprofit organizations, or contractors for projects proposed by Department of Water Resources that are in the State's interest to fulfill program goals.</p>	<p>Grant</p>	<p>Maximum - \$5 million (which may be increased with Director's approval if necessary to achieve the goals of the program). No minimum.</p>	<p>http://www.water.ca.gov/floodmgmt/fpo/sgb/fpcp/</p>
<p>Environmental Enhancement Fund (EEF)</p>	<p>Awards grants to support environmental enhancement projects located within or immediately adjacent to waters of the State. An enhancement project is a project that acquires habitat for preservation, or improves habitat quality and ecosystem function above baseline conditions.</p>	<p>Nonprofit organizations, cities, counties, cities and counties, districts, state agencies, and departments; and, to the extent permitted by federal law, to federal agencies</p>	<p>Grant</p>		<p>www.wildlife.ca.gov/OSPR/Science/Environmental-Enhancement-Fund/About</p>
<p>Proposition 1 Watershed Restoration Grant Program</p>	<p>Provides funding to implement the California Water Action Plan: more reliable water supplies, the restoration of important species and habitat, and a more resilient, sustainably managed water resources system (e.g., water supply, water quality, flood protection, environment) that can better withstand inevitable and unforeseen pressures in the coming decades. The Watershed Restoration Grant Program funds water quality, river, and watershed protection and restoration projects of statewide importance outside of the Delta.</p>	<p>Public agencies (state agencies or departments, special districts, joint powers authorities, counties, cities, or other political subdivisions of the state), nonprofit organizations, public utilities, federally recognized Indian tribes, state Indian tribes listed on the Native American Heritage Commission's California Tribal Consultation List, and mutual water companies</p>	<p>Grant</p>	<p>None</p>	<p>www.wildlife.ca.gov/Grants</p>

Appendix F: Other State Funding and Resources

High-Quality Job Creation and Local Economic Development

Program Name	Program Description	Eligibility	Type	Maximum/Minimum Award Amounts	Website
Capital Infusion Program	Grant funding for Small Biz Development Centers (SBDC). Funds are dispensed by SBDC's - there are now 34 participating. Program helps small business owners gain access to capital or funds by expanding the no-cost consulting services of the California SBDC Network. Through the program, business owners can receive one-on-one confidential free guidance at local SBDCs participating in the program on issues ranging from attaining a loan, securing venture capital, or alternative financing.	Focused on low/moderate income communities	Grant		http://gov-gobiz-elb-1780917013.us-west-2.elb.amazonaws.com/Programs/Small-Business-Assistance/Capital-Infusion-Program
California Capital Access Program (CalCAP)	The program encourages banks and other financial institutions to make loans to small businesses that have difficulty obtaining financing. CalCAP also provides for specialty programs targeted toward creating more charging stations for electric vehicles and retrofitting polluting diesel trucks.	Varies by program	Loans		http://www.treasurer.ca.gov/cpcf/calcap/e/vcs/summary.asp
CA Business Investment Services (CalBIS)	Helps with business relocations - staying in or moving to California. Services include: - No-fee site selection - Financial assistance and loan programs - Labor availability and education information - State and local permit assistance - Transportation and infrastructure information - Information on tax credits and other incentive programs - Economic and demographic data	No floor or ceiling re size of biz			http://gov-gobiz-elb-1780917013.us-west-2.elb.amazonaws.com/Programs/Business-Investment-Services/Business-Investment-Services
CalCompetes	Income tax credit for businesses who want to come, stay, or grow in California	Preference for low income. No geographic preference.			http://gov-gobiz-elb-1780917013.us-west-2.elb.amazonaws.com/Programs/CaliforniaCompetesTaxCredit
Permit Assistance Program	Offers comprehensive permit and regulatory compliance assistance to all businesses in California by serving as the central source of permit guidance for all permits to start or expand a business in California.				http://gov-gobiz-elb-1780917013.us-west-2.elb.amazonaws.com/Programs/Permit-Assistance/Permit-Assistance

Appendix G: Guidance on Requirements for AHSC Project Types included in TCC Proposals

As stated in Table D-1 in Appendix D, Affordable Housing Sustainable Communities (AHSC) Project Types selected as part of a TCC Proposal “must conform to requirements of AHSC and include sustainable or active transportation project components, as outlined in AHSC’s program guidelines.” The questions and answers included below provide Applicants with further guidance on how the AHSC guidelines intersect with the TCC Program Guidelines.

Q-1. If an applicant includes an AHSC Project Type as part of the TCC Proposal, must the applicant comply with all of the requirements listed in the AHSC Guidelines in addition to the TCC Guidelines?

AHSC Project Types submitted as part of a TCC Proposal must comply with all of the requirements listed in the 2016-2017 Final AHSC Program Guidelines.

Q-2. Can an AHSC project that has previously received funding through a previous round of the AHSC Program receive additional GGRF funding through a TCC Proposal?

To prevent the double counting of greenhouse gas emissions of projects with funding from the Greenhouse Gas Reduction Fund, an AHSC Project previously awarded funding through the AHSC Program is ineligible to receive funding for the same AHSC Project through the TCC Program.

An exception is available for AHSC Projects who have previously received funding through the AHSC Program, only if the AHSC Project included in the TCC Proposal is proposing a new or different phase of the AHSC Project previously funded that results in greenhouse gas emission reductions not already accounted for in the existing AHSC project. Strategic Growth Council staff recognize that changes to existing AHSC Project Types may be unique, and applicants who are not clear as to whether their AHSC project qualifies for this exception should consult further with the Strategic Growth Council.

Q-3. Can the same AHSC Project be submitted as part of a TCC Proposal and apply for funding through 2016-2017 AHSC Funding Cycle?

There is nothing in either the AHSC or TCC Program Guidelines that precludes applicants from applying to both programs. However, due to the timing of application deadlines and award announcements, applicants who apply for both programs will likely not know if they have been awarded TCC funds before the third round AHSC application due date. As such, applicants will not be able to list funding from the other program in their application budget as an enforceable funding commitment. Budgets should include the program awards for which they are applying and not include funds from the other programs’ current funding cycle.

However, while an AHSC Project can apply to both programs for funding, the same AHSC Project may only receive funding through one Program. For example, an AHSC Project included as part of a TCC Proposal that is selected for funding would not be able to receive funding through the 2016-2017 AHSC funding cycle.

Q-4. Can a TCC Proposal include multiple AHSC Project Types?

Yes, a TCC Proposal may include multiple AHSC Project Types. Because they are two separate projects they will count as individual and separate projects, and therefore will need separate worksheets, separate budgets, and will have to estimate the GHG emission reductions from each individual AHSC Project Type separately.



Appendix G: Guidance on Requirements for AHSC Project Types included in TCC Proposals**Q-5. Does an AHSC project trigger prevailing wage?**

AHSC Project types are subject to State prevailing wage law, as set forth in Labor Code Section 1720 et seq., and require the payment of prevailing wages unless the project meets one of the exceptions of Labor Code section 1720(c) as determined by the Department of Industrial Relations. Applicants are urged to seek professional advice as how to comply with State prevailing wage law.

Q-6. The TCC Project Area definition is much wider than what is allowed by the AHSC Project Area. For AHSC activities, will Applicants be required to redefine a smaller AHSC project area specifically for the AHSC activities since the AHSC project area is defined as an area encompassing the Transit Station/Stop, housing and key destinations?

Applicants including an AHSC Project Type are advised to define a smaller AHSC Project Area within the defined TCC Project Area for the purposes of completing the revised GHG Quantification Methodology for the AHSC Program. For more information on how to define an AHSC Project Area please refer to the AHSC Project Area Guidance, which can be accessed here: http://sgc.ca.gov/Grant-Programs/AHSCResources/Project_Area_Guidance_2017-9-28.pdf .

Q-7. What is the deadline for AHSC Project Types included as part of TCC Proposals to meet the readiness requirements?

All AHSC Project Types included in a TCC Proposal must meet the readiness criteria by the deadline to submit the TCC Full Application on November 30, 2017.

Q-8. How will funds for AHSC projects be disbursed through the TCC Process?

Funds for AHSC Project Types that include Affordable Housing Development (AHD) Capital Projects will be provided as a secured loan for permanent financing to the sponsor of the Affordable Housing Development and pursuant to the same underwriting requirements and loan terms as the AHSC Program. Funds for AHSC Project Types that include Sustainable Transportation (STI) Capital Projects, Transportation Related Amenities (TRA), Housing Related Infrastructure Capital Projects (HRI), and Programs (PGM) will be disbursed as reimbursable grants.

Q-9. Are the AHSC Project Types included in the TCC Proposals subject to the same eligible costs and cost restrictions listed in the Final AHSC Program Guidelines?

Yes, AHSC Project Types included as part of a TCC Proposal are subject to the same eligible costs and cost restrictions listed in the Final AHSC Program Guidelines.

Q-10. Should applicants be using the new Uniform Multifamily Regulations (UMR's) or the old ones?

The new UMR's have not been adopted. Applicants must follow the most recently adopted regulations, which can be found here: <http://www.hcd.ca.gov/financial-assistance/UniformMultifam-Regs-081503.pdf>.



Appendix G: Guidance on Requirements for AHSC Project Types included in TCC Proposals**Q-11. Do the AHSC Project Types have to include an affordable housing development to apply for AHSC funding?**

No. As stated in the AHSC guidelines, the Projects are broken down into three Project Area Types: Transit Oriented Development (TOD), Integrated Connectivity Project (ICP), and Rural Innovation Project Area (RIPA). Of these three Project Area Types, only TOD Projects are required to include an Affordable Housing Development (AHD) or Housing-Related Infrastructure (HRI) associated with an AHD as one of the Capital Projects. However, all Project Area Types may include AHD or HRI. While AHD is only required for TOD projects, projects across all three AHSC Project Area Types can count towards this 50% statutory requirement.



Appendix H: Criteria for Determining Community Engagement and Outreach Costs Eligible for TCC Funds

Criteria

TCC funds may be used to support community engagement and outreach activities that meet all of the following criteria:

- Activity is directly related to the implementation of a TCC funded CCI Project Type included in the final TCC Plan that results in quantifiable greenhouse (GHG) emission reductions. The corresponding CCI Project Type must meet all of the requirements for the Project Type listed in Appendix D of the Final TCC Program Guidelines.
- Activity is located within the defined TCC Project Area.
- Activity is focused on engaging community stakeholders located within the defined TCC Project Area.
- Activity must be consistent with the High Level Activities listed within the Community Engagement Plan and with the activities listed in the work plan for each specific CCI Project Type.

Approximately five (5) to eight (8) percent of awarded funds may be used to support community engagement and outreach activities that meet the above criteria. Costs related to community engagement and outreach should be reasonable relative to the budget for the individual TCC Project Type. Costs related to community engagement and outreach activities will not be considered as an administrative cost.

The SGC recognizes that many effective strategies for conducting community engagement and outreach are cost-intensive. Funding requests that exceed the eight (8) percent cap will be reviewed on a case-by-case basis during the Pre-contract consultation phase. Applicants are encouraged to use leveraged funding for community engagement activities that do not meet the above criteria and costs that are considered ineligible. Additionally, the SGC will work with selected Grantees to identify additional sources of leveraged funding to support community engagement costs associated with the ongoing implementation of the TCC Plans.

Eligible Costs

Eligible Costs must be directly related to the implementation of the CCI Project Type included in the TCC Plan, including:

- Preparation of outreach materials including printings and mailings;
- Staff time dedicated for community outreach and education;
- Translation for meetings or written materials;
- Educational events and training programs that develop public awareness of the CCI Project Type, examples include but are not limited to:
 - Programs to promote Active Transportation or Transit Ridership (i.e. Pedestrian and bicycle safety education programs, bicycle clinics, outreach efforts to increase awareness and understand the needs of active transportation users, education and marketing of transit subsidy programs)
 - Programs that develop public awareness of the need for expanding and managing urban and forest resources such as urban forestry education center tied to an urban forestry project.

Ineligible Costs

- Stand-alone activities that do not reduce GHG emissions and are not directly tied to the implementation of a TCC funded CCI Project Type.
- Childcare related costs
- Food and refreshments
- Participant incentives
- General Meetings that do not specifically discuss or advance implementation of a TCC Funded CCI Project Type

Appendix I: Criteria for Determining Workforce Development, Training, or Educational Program Costs Eligible for TCC Funds

Criteria

TCC funds may be used for eligible program costs, which are defined below, associated with job training programs that meet all of the following criteria:

- Trains recipients for jobs and skills that are necessary to implement greenhouse gas-reducing projects. For example, programs that provide training in the manufacture, installation, construction, maintenance, and/or operation of infrastructure and services necessary to support:
 - Low-carbon transportation, including active transportation, public transit, inter-city rail, high-speed rail, clean freight movement, low-carbon fuels; and clean vehicles;
 - Affordable, transit-oriented housing;
 - Renewable energy;
 - Energy and water efficiency;
 - Healthy soils;
 - Urban and community forestry;
 - Waste diversion;
 - Wetlands restoration;
 - Other infrastructure projects that reduce greenhouse gas emissions.
- Has a demonstrated track record of successful post-training employment utilizing an existing formalized pathway or partnerships with potential employers or industry.
- Results in recognized credentials (e.g., certifications, certificates, degrees, licenses, other documentation of competency and qualifications) for those who complete the training program to support long-term, stable employment and career development. Credentials should follow guidance established by the California Workforce Development Board which can be accessed at the following link:
<http://cwdb.ca.gov/wp-content/uploads/sites/43/2016/08/CredentialingFrameworkCWDBFinalJune2016.pdf>.
- Has a demonstrated track record of providing training with sufficiently high rates of completion, job placement, and job retention.
- Focuses on high-quality employment. Factors commonly considered to influence job quality include, but are not limited to: Local living wages; Benefits provided: health insurance, paid leave, sick leave, or child care services; Geographic accessibility and commute distance; Job strain, schedule, and flexibility; Working conditions and health risks; and Job retention or duration of employment.
- Utilizes targeted recruitment strategies, consistent with federal and state law, to direct training opportunities to residents and/or businesses within the TCC Project Area, low-income residents, residents of disadvantaged communities, veterans, and/or residents displaced or otherwise impacted by project development, among others. Approaches for targeted hiring may include, but are not limited to:
 - Community Benefits Agreement (CBA): A contract between community-based organizations and project proponents or agencies that identify benefits to be provided as part of a project or program. Hiring priority for low-income individuals and prevailing wage requirements are commonly found in CBAs. CBAs may also include provisions for ongoing community engagement to ensure continued success.



Appendix I: Criteria for Determining Workforce Development, Training, or Educational Program Costs Eligible for TCC Funds

- Labor agreements or community workforce provisions: Comprehensive agreements between labor unions and project proponents (e.g., contractors, developers) or local agencies (e.g., transit agencies, cities) to achieve breadth of objectives including uniform labor standards. These agreements may extend across multiple projects. Applicants may choose to prioritize projects with established labor agreements or community workforce provisions that contain targeted hiring provisions.
- Contract provisions: Contract provisions between a grantee and an applicant that include criteria for targeted hiring.
- Is consistent with and supports implementation of the most recent Workforce Innovation and Opportunity Act Regional Plan (see: https://cwdb.ca.gov/plans_policies/local-and-regional-plans-drafts/).

Eligible Costs

Eligible direct program costs include but are not limited to:

- Instructor salaries, wages, and stipends
- Trainee salaries, wages, and stipends
- Cost of tools, materials, or equipment necessary to perform training
- Rental costs for facilities required to perform training. (Applicants are encouraged to seek access to free or low-cost facilities through partnerships with community facilities where possible.)
- Public transit subsidies for low-income, disabled, or other participants with accessibility or transportation challenges

Ineligible Costs

Costs NOT eligible for TCC funding include but are not limited to:

- Programs that provide workforce readiness skills (i.e. “soft skills” training) but are not directly linked to employment credentials or pathways
- Work-appropriate clothing or attire (other than essential equipment and safety wear)
- Child care expenses
- Food
- Participant incentives

As stated in Table D-1 in Appendix D, Affordable Housing Sustainable Communities (AHSC) Project Types selected as part of a TCC Proposal “must conform to requirements of AHSC and include sustainable or active transportation project components, as outlined in AHSC’s program guidelines.” The questions and answers included in Appendix D provide Applicants with further guidance on how the AHSC guidelines intersect with the TCC Program Guidelines.



Appendix C
Master Grant Agreement

GRANT AGREEMENT

BSO-02 (Rev 12/18)

GRANT AGREEMENT NUMBER: **SGC18119**

1. This Agreement is entered into between the State Agency and the Grantee named below:

STATE AGENCY'S NAME

Office of Planning and Research / Strategic Growth Council, hereinafter referred to as "State"

GRANTEE'S NAME

City of Fresno, hereinafter referred to as "Grantee"

2. The term of this Agreement is: Upon Execution through March 31, 2026

3. The maximum amount of this Agreement is: \$ 66,500,000.00
Sixty Six Million, Five Hundred Thousand Dollars and No Cents

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

TABLE OF CONTENTS	3	page(s)
Exhibit A – Scope Of Work	26	page(s)
Exhibit B – Budget and Schedule of Deliverables	71	page(s)
Exhibit C – Special Terms and Conditions	9	page(s)
Exhibit D – AHSC Special Terms and Conditions	2	page(s)
Exhibit E – Attachments	85	page(s)

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

GRANTEE		California Department of General Services Use Only
GRANTEE'S NAME (if other than an individual, state whether a corporation, partnership, etc.) City of Fresno		
BY (Authorized Signature) 	DATE SIGNED(Do not type) 3/11/19	
PRINTED NAME AND TITLE OF PERSON SIGNING Wilma Quan - secretary		
ADDRESS 2600 Fresno Street Fresno, CA 93721-3601		
STATE OF CALIFORNIA		
AGENCY NAME Office of Planning and Research / Strategic Growth Council		
BY (Authorized Signature) 	DATE SIGNED(Do not type) 4/13/2019	
PRINTED NAME AND TITLE OF PERSON SIGNING Louise Bedsworth, Executive Director, Strategic Growth Council		
ADDRESS 1400 Tenth Street, Sacramento, CA 95814		
		<input checked="" type="checkbox"/> Exempt per: SCM 1, 4.06

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EXHIBIT A – SCOPE OF WORK

PART 1 – Recitals

WHEREAS, the purpose of this document is to memorialize the terms and conditions related to the Office of Planning and Research / Strategic Growth Council's award of grant funds to the City of Fresno, the Grantee;

WHEREAS, the authority for this Implementation Grant Agreement is the Transformative Climate Communities (TCC) Program statute (Public Resources Code, Sections 75240 – 75243) and the TCC Program Guidelines, as approved for release on August 23, 2017 and amended on October 23, 2017;

WHEREAS, funds have been appropriated for the Transformative Climate Communities Program to the Strategic Growth Council through the Governor's Office of Planning and Research by the Budget Act of 2016 (AB 1613; Section 4);

WHEREAS, the TCC Project that is the subject of this Implementation Grant Agreement was approved by the Strategic Growth Council on January 29, 2018;

WHEREAS, the Implementation Grant Agreement will be between the Strategic Growth Council and the Grantee;

WHEREAS, the Strategic Growth Council will grant to Grantee, pursuant to the above authorization, a sum not to exceed Sixty-Six Million, Five-Hundred Thousand Dollars and No Cents (\$66,500,000.00), upon and subject to the terms of this Implementation Grant Agreement and consistent with the terms of the TCC Program Guidelines;

WHEREAS AB 2722 requires that projects maximize climate, public health, environmental, workforce, and economic benefits;

WHEREAS AB 2722 requires that projects avoid economic displacement of low-income disadvantaged community residents and businesses;

WHEREAS AB 2722 requires that projects demonstrate community engagement in all phases;

WHEREAS all California Climate Investment projects must comply with monitoring and reporting requirements for greenhouse gas emissions reductions, co-benefits, and outcome indicators, as defined by the California Air Resources Board; and

WHEREAS, Grantee agrees to implement the entirety of the Budget and Schedule of Deliverables attached to this Grant Agreement in Exhibit B and when applicable, subrecipient agreements with a Partner for each TCC Project, upon evidence of completion of environmental review pursuant to the requirements of the California Environmental Quality Act (CEQA).

Now therefore, as evidenced by the parties foregoing execution of the Grant Agreement, and in consideration of the mutual covenants, terms and conditions set forth herein, the Parties agree that all funds awarded pursuant to this Grant Agreement are to be used as set forth below in this exhibit, and as may be set forth in the remaining exhibits incorporated into this Grant Agreement.

PART 2 – General Terms and Conditions

1. Definitions

- i. "AHSC" – The Affordable Housing and Sustainable Communities Program
- ii. "Application" – TCC Project application for funding, encompassing materials submitted during both application stages: Concept Proposal and Full Application
- iii. "CARB Funding Guidelines" – The 2018 Funding Guidelines for Agencies that Administer California Climate Investments adopted by CARB to guide implementation of California Climate Investment programs
- iv. "Grant Agreement" – Refers to this Implementation Grant Agreement and all attachments
- v. "TCC Guidelines" – TCC Program Guidelines adopted on August 23, 2017, and amendments adopted on October 23, 2017
- vi. "AHSC Guidelines" – The 2016/2017 AHSC Final Guidelines adopted July 17, 2017 and amended August 14, 2017 and October 23, 2017
- vii. "Project Area" – Area boundary for the TCC Project, as identified in Attachment E-1
- viii. "TCC MOU" – Memorandum of Understanding to be signed between Grantee and their Partners
- ix. "TCC Program" – The Transformative Climate Communities Program
- x. "TCC Project" – Project that will be implemented through this Grant Agreement
- xi. "TCC Project Components" – Components included in the TCC Project, as described in Exhibit B:
 - a. "CCI Projects" – California Climate Investment Projects that will be implemented with TCC grant funds through this Grant Agreement, and that are compliant with the California Climate Investment project types listed in Appendix D of the Guidelines. These project types have approved GHG quantification methodologies.
 - b. "Non-CCI Projects" – Non-California Climate Investment Projects that will be implemented with leverage funding and subject to this Grant Agreement.
 - c. "Transformative Plans" – Term encompassing all four (4) transformative plans: Displacement Avoidance, Community Engagement, Workforce Development, and Indicator Tracking.
- xii. Time Periods within the Grant Term:
 - a. Project Completion Period
 - (i) Applies to all TCC Project Components, with the exception of Indicator Tracking.
 - (ii) Up to five (5) years from the date that the Parties have signed the Grant Agreement, unless otherwise amended. All TCC Project Components, with the exception of Indicator Tracking, must be completed during the Project Completion Period.
 - b. Performance Period
 - (i) May apply to CCI Projects only
 - (ii) Begins immediately after each CCI Project is completed, if applicable
 - (iii) Length of the Performance Period will vary for each applicable CCI Project and will be used to complete any additional required Indicator Tracking requirements.
 - (iv) Will extend no longer than March 31st, 2026.

- xiii. Entities involved in the grant implementation process:
- a. "CARB" – California Air Resources Board
 - b. "Evaluation Technical Assistance" – Team hired by SGC to refine Grantee's Indicator Tracking Plans and assess the impact and benefits of the TCC Program
 - c. "Grantee" – Entity responsible for leading the implementation of the TCC Project; identified as Lead Applicant in the Application
 - d. "Lead Entity" – Entity leading the implementation of a component of the TCC Project; must be Grantee or a Partner
 - e. "OPR" – Office of Planning and Research
 - f. "Parties" – SGC and Grantee, collectively
 - g. "Partners" – Entities supporting the implementation of the TCC Project; identified as Co-applicants in the Application
 - h. "SGC" – The Strategic Growth Council
 - i. "State" – Any state agency with an oversight role over the funding or TCC Project
 - j. "Subcontractors" – Third-parties hired by either Grantee or a Partner
 - k. "Technical Assistance Staff" – Technical Assistance Staff reimbursed via a grant agreement with the Department of Conservation. Technical Assistance staff will work with Grantee during implementation of the TCC Project

2. Incorporation

The TCC and AHSC Guidelines and all the attachments to this Grant Agreement are hereby incorporated by reference into this Grant Agreement as though set forth in full in this Grant Agreement. As described in the TCC Guidelines, AHSC Project Components must conform to requirements of the AHSC Guidelines.

The performance of this grant must be conducted in accordance with the following order of precedence: the enabling legislation for the TCC Program, Grant Agreement, TCC Guidelines, and AHSC Guidelines.

3. Grant Term

The grant term will commence on the date that the Parties have signed the Grant Agreement. SGC will notify Grantee when work may begin. The grant term ends March 31st, 2026, unless otherwise terminated or amended.

Grantee's obligations under this Grant Agreement must be deemed discharged only once all terms of this Grant Agreement are fulfilled. Grantees will be subject to the Project Completion and Project Performance Periods as defined under this Grant Agreement.

4. Authorized Signatories

The SGC Executive Director or designee is authorized to sign this Grant Agreement and related documents on behalf of SGC. SGC staff will notify Grantee of the day-to-day point of contact ("TCC Grant Manager") once the grant is executed.

At the time of grant execution, Grantee will submit a letter that identifies the individual who is authorized to sign this Grant Agreement and TCC Project deliverables and related documents on behalf of Grantee. The letter must

also identify any additional Authorized Designees as well as Grantee's day-to-day Grant Manager. Use the template provided in Exhibit E (Attachment E-5).

If the Authorized Signatory or Authorized Designee is unable to sign a deliverable or related document on behalf of Grantee, Grantee must submit an updated letter signed by the Authorized Signatory designating another individual to sign in their place. If the Authorized Signatory or Authorized Designee are funded through this Grant Agreement, Grantee must designate a different individual to sign the invoices.

Grantees must keep Authorized Signatory letters up to date and submit changes through email to the TCC Grant Manager at the subsequent bimonthly reporting due date. Authorized Signatory letters will be kept on file with SGC for up to four (4) years after the Performance Period.

5. Partners and Subcontractors

SGC's contractual relationship is with Grantee, and not any of their Partners or Subcontractors.

- i. Grantee's contractual relationship with its Partners is defined by the TCC MOU (Attachment E-9) and other documents as determined by the Grantee and subject to SGC written approval, which outline the reimbursement process among Grantee, Partners, and Subcontractors. Grantee's obligation to pay its Partners and Subcontractors is an independent obligation from SGC's obligation to pay Grantee.
- ii. Grantee must abide by the TCC MOU. This includes abiding by the processes defined within the TCC MOU, including, but not limited to the legal and financial considerations, transparent decision-making processes, meeting facilitation procedures, and processes for involving community representatives in decision-making.
- iii. Grantee is entitled to make use of its own staff, Partners, and Subcontractors, as identified in the TCC MOU and the Budget and Schedule of Deliverables, and will comply with its own competitive bidding and sole sourcing requirements for subcontracts that arise out of or in connection with this Grant Agreement. If Grantee modifies or amends the TCC MOU:
 - a. Grantee must provide SGC with copies showing such changes within fifteen (15) working days.
 - b. Grantee must adhere to the amendments and modifications requirements of this Grant Agreement (Exhibit A, Part 2, Section 9), if applicable.
- iv. Grantee must manage, monitor, and accept responsibility for the performance of its own staff, Partners, and Subcontractors, and will conduct project activities and services consistent with professional standards for the industry and type of work being performed under this Grant Agreement.
- v. Grantee must notify SGC if Grantee, Partners, or Subcontractors are revoked, disbarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from the TCC Project.

Nothing contained in this Grant Agreement or otherwise will create any contractual relation between SGC and any Partners or Subcontractors, and no subcontract will relieve Grantee of its responsibilities and obligations under the terms of this Grant Agreement. Grantee agrees to be fully responsible to SGC for the acts and omissions of its Partners, Subcontractors, and of persons either directly or indirectly employed by them.

6. Assignment

This Grant Agreement is not assignable by Grantee, either in whole or in part, without the consent of SGC in the form of a formal written amendment of this Grant Agreement.

7. Document Submission

All correspondence and documents must be submitted through email and contain the Grant Agreement number and Grantee's name in the subject line.

8. Timeliness

Time is of the essence in this Grant Agreement.

9. Amendments and Modifications

Any modification or amendment of the terms of this Grant Agreement will be made in writing. No oral understanding or agreement not incorporated in the Grant Agreement as a fully executed amendment is binding on any of the Parties.

- i. Any request for a modification or amendment must explain the purpose of the request, how the request is consistent with the Guidelines and intent of the TCC Program, and the effect of not approving the request. All requests must include supporting documentation to validate the request.
- ii. Modification and amendment requests will be considered at the sole discretion of SGC.
- iii. Requests to increase the overall grant amount or to significantly alter the deliverables of the TCC Program will not be approved because of the competitive nature of the process that resulted in the award of this Grant Agreement.
- iv. Process for Modification and Amendment Requests:
 - a. Deadlines for Requests:
 - (i) Modification requests must be submitted in writing to SGC at least 30 calendar days prior to when the modification will take effect. Modifications to Exhibit B: Budget and Schedule of Deliverables may be made no more often than bimonthly.
 - (ii) Amendment requests must be submitted in writing to SGC at least 60 calendar days prior to when the amendment will take effect. New amendment requests will not be considered less than three (3) months prior to the end of the Project Completion Period.
 - b. SGC will respond to the modification or amendment request within ten (10) working days. SGC's response to Grantee may include additional questions. SGC may require additional time to make a determination (i.e., approval or denial) about the request.
 - c. Effective Date of Modification or Amendment:
 - (i) If SGC approves the modification request in writing, the modification may take effect immediately.
 - (ii) If SGC approves the amendment request, SGC will notify Grantee and prepare amendment documents for Grantee within another ten (10) working days, or as soon as feasible.
 - (iii) If SGC rejects the request in writing, Grantee may file a Dispute (Part 2, Section 31).
- v. Types of allowable Modifications and Amendments:
 - a. Changes to the contractual parties:
 - (i) Modification: changes to Grantee's Authorized Signatories and Subcontractors
 - (ii) Amendment: changes to Partners or terms in the TCC MOU
 - b. Changes to the Budget and Schedule of Deliverables of any CCI Project and/or Transformative Plan:
 - (i) Modification: changes to the descriptions of tasks in the Budget and Schedule of Deliverables (i.e. details regarding methods used to achieve deliverables).
 - (ii) Amendment: changes to deliverables in the Budget and Schedule of Deliverables

- c. Reallocation of funds within the Budget and Schedule of Deliverables for a CCI Project and/or Transformative Plan:
 - (i) Modification: less than 10 percent of funds moved between tasks
 - (ii) Amendment: more than 10 percent of funds moved between tasks
- d. Changes to timelines
 - (i) Modification: changes to deliverable due dates
 - (ii) Amendment: changes to a Project Completion Deadline. Due to the availability of funding, under no circumstances may the amended Project Completion Period extend beyond March 31st, 2026.
- e. All other requests, including reallocation of grant funds between CCI Projects and/or Transformative Plan, will be determined to be either a modification or an amendment on a case-by-case basis by SGC in a manner consistent with this section.

10. Conditions for Beginning Work

For CCI Projects, Grantee must ensure the Lead Entity achieves readiness prior to beginning reimbursable work. Lead Entity must demonstrate readiness in accordance with Appendix D of the Guidelines and the Readiness Workbook submitted with the TCC Application, and demonstrate site control of project sites.

All CCI Projects must achieve readiness within the first year of the grant term. The projects that do not meet the readiness requirements within the first year of the grant agreement will be deemed to be infeasible and ineligible for reimbursement, unless SGC gives written approval to extend the timeline to meet the readiness requirements. Funds from any projects deemed infeasible and ineligible for reimbursement cannot be allocated to new projects. Reallocation of funds, if any, to other projects included in the original grant application will be subject to the Modification and Amendment procedures outlined above.

For projects with allowable pre-construction costs that can be spent prior to achieving readiness, the Lead Entity must meet readiness requirements for the construction phase of projects prior to beginning reimbursable construction work.

For the Low Carbon Transportation: Car Sharing and Mobility project type, all project sites must be identified and meet readiness requirements prior to beginning reimbursable work.

For projects with multiple project sites that will be secured during the Project Completion Period, the following readiness requirements will apply:

- i. Lead Entity does not need to demonstrate site control and compliance on all project sites prior to beginning reimbursable work. Lead Entity must still achieve all other readiness requirements in accordance with Appendix D of the Guidelines and the Readiness Workbook submitted with the Application prior to beginning reimbursable work.
- ii. Lead Entity must have site control and compliance on a project site from the appropriate governing agency or private property owner prior to beginning work on a project site.
- iii. Lead Entity must demonstrate site control and compliance with all applicable laws in order for SGC to reimburse Grantee for the work on a project site.

SGC has sole discretion to determine when the Lead Entity has demonstrated readiness for each CCI Project. Lead Entity may only begin reimbursable work for each CCI Project under this Grant Agreement once Grantee receives written notice from SGC.

Grantee may begin work on Transformative Plans and CCI Projects community engagement and workforce development activities after the Grant Agreement is signed.

11. Technical Assistance

The Grantee must hire Technical Assistance staff to work with Grantee during the Project Completion Period. Technical Assistance activities will be funded through, and defined in, a grant agreement between the Grantee and the Department of Conservation.

12. Reporting Requirements

- i. General Reporting Requirements:
 - a. All reports must be completed using templates attached to this Grant Agreement or provided by SGC.
 - b. The first reporting period will begin on the start date of the Grant Agreement.
 - c. All reports must be submitted to the TCC Grant Manager on the due date specified in the Reporting Schedule (Attachment E-3). When the report submission due date falls on a weekend or state-recognized holiday, reports will be due on the first working day that follows.
 - d. All reports must be signed by the Authorized Signatory or Designee on file with SGC.
 - e. SGC may request to verify reports through methods that include, but are not limited to: supporting documentation, site visits, conference calls or video conferencing.
 - f. Grantee's failure to timely meet the reporting requirements may result in a delay in reimbursement.
- ii. Bimonthly Progress Reports:
 - a. Grantee must complete Bimonthly Progress Reports using the template attached to the Grant Agreement (Attachment E-2).
 - b. Grantee must complete Bimonthly Progress Reports for the duration of the Project Completion Period.
 - c. Bimonthly Progress Reports must correspond with the Budget and Schedule of Deliverables described in the Grant Agreement as well as the tasks outlined in the annual Detailed Work Plan and Budget for each CCI Project, Non-CCI Project, and Transformative Plan.
 - d. Grantee must report on any readiness and compliance requirements fulfilled during the invoicing period. Grantees must provide supporting documentation, as requested by SGC.
- iii. Annual Reports:

The following materials must be submitted on an annual basis for the duration of the Project Completion Period:

 - a. Annual Progress Report: Grantee must complete Annual Progress Reports using the template that will be provided by SGC.
 - b. Leverage Funding Report: Grantee must submit Annual Detailed Leverage Reporting forms using the template attached to the Grant Agreement (Attachment E-2).
 - c. Detailed Work Plan and Budget: Grantee must provide the annual detailed work plan and budget aligned with the Work Plan and Budget in the Grant Agreement, and submit as a deliverable.

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- d. Equipment Inventory Record: Grantee must maintain an inventory of all equipment acquired with CCI funds. See Part 2, Section 29, Ownership, for further instruction regarding the equipment inventory.
- e. Indicator Tracking Report: Grantee must report annually on the tracked indicators described in Exhibit C, Part 1, Section D.
- iv. Project Completion Reports:
 - a. Completion Report: Grantee must submit a report at the completion of each individual CCI project using the template provided by SGC.
 - b. Grantee must submit any supporting documentation required to demonstrate that projects are fully completed.
- v. Final Reports:
 - a. Final Report: Grantee must submit a final report at the end of the Performance Period using the template that will be provided by SGC.
 - b. Leverage Funding Report: Grantee must submit a detailed summary of the leverage funding spent using the template provided by SGC.
 - c. Equipment Inventory Record: Grantee must submit an inventory of all equipment acquired with CCI funds using the template provided by SGC.
- vi. Annual until end of the performance period and Project Completion CARB and SGC Indicator Tracking Reports:
 - a. Grantee must revise and update GHG reductions estimates for the following scenarios:
 - (i) CCI Projects for which there was insufficient information to estimate GHG emission reductions at the time of application must estimate the GHG emission reductions using applicable CARB quantification methodologies upon meeting the readiness requirements.
 - (ii) CCI Projects that change between the application and implementation stages in a way that would impact the estimated GHG emission reduction, must report an updated estimate.
 - (iii) CCI project types with a two-step approach to GHG emission reduction quantification, generally consumer-based incentive programs, must estimate GHG emission reductions again after implementation.
 - b. Grantee must track the following information for each CCI Project for the duration of the grant term:
 - (i) Inputs to support calculations of GHG reductions
 - (ii) Co-benefit indicators
 - (iii) Project outcome information
 - (iv) Employment benefits and outcomes
 - c. Grantee must track and report on all indicators incorporated into the Indicator Tracking Plan finalized with SGC and the Evaluation Technical Assistance during the Pre-Contract Consultation period (see Exhibit C, Part 1, Section D) until end of the performance period.

13. Payment Provisions

- i. Grantee will be paid on a reimbursement basis:
 - a. Partners must invoice Grantee before Grantee submits an invoice to SGC. TCC funds will be issued to Grantee, who will be responsible for dispersing payment to Partners in accordance with the requirements contained in the TCC MOU. All invoices must be supported by adequate documentation evidencing that the direct cost for which the Partner seeks reimbursement has been incurred. Grantee must maintain as part of its records for the TCC Project all invoices and supporting documentation from their Partners; these records will be subject to the audit provisions in Exhibit A, Part 2, Section 24.
 - b. SGC will not require that the Grantee pay their Partners prior to requesting reimbursement from SGC.
 - c. For CCI Projects, Community Engagement Plan, and Workforce Development Plan, the Grantee may only request reimbursement for eligible costs incurred during the Project Completion Period. Any work performed prior to the start date or after the end of the Performance Period will not be reimbursed.
 - d. During the Project Completion Period, Grantees may request reimbursement for Grant Administration costs as well as costs for Implementing CCI Projects and Transformative Plans. See Exhibit B for details.
 - e. During the Project Performance Period, Grantees may request reimbursement for Grant Administration costs only.

- ii. Eligible costs

Grantee should refer to the TCC Guidelines including Appendices D, H, and I for eligible cost requirements. To the extent that the provisions of this Section may conflict with the TCC Guidelines, this Section takes precedent.

- a. Direct costs are costs directly tied to the implementation of the TCC Project. Direct costs may include, but are not limited to: personnel, supplies, signs, or travel expenses directly tied to the implementation of the grant. Insurance premiums are only an eligible cost to the extent that the cost of coverage increased because of the award or project requirements.
- b. Travel costs: Travel expenses directly related to the performance of this Grant Agreement will be subject to the State of California travel reimbursement rates, in effect, during the term of this Grant Agreement.
 - (i) SGC will reimburse for actual expenditures, based on equivalent civil service classifications, up to the maximum state allowable rates in effect at the time of travel. The state rates are available for review at: <http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>. Incidental costs and travel costs outside the State of California will not be reimbursed. Tips and gratuities will not be reimbursed.
 - (ii) The Grantee shall maintain and submit for reimbursement for staff working on the project detailed travel records and supporting documents (e.g. travel request and approval forms, expense claims, invoices, receipts for lodging and transportation, etc.) showing the date and purpose of the grant-related travel, destination and, in the case of travel by automobile, the number of miles driven.
- c. The Grantee shall ensure travel costs are outlined in the Budget Detail Worksheet (Exhibit B, Attachment 1) which should be tied to tasks and deliverables in the Work Plan (Exhibit A, Attachment 2).

- d. The Grantee and any person traveling pursuant to this Grant Agreement shall indemnify and hold harmless the Department and State of California for any liabilities resulting from such travel.
 - e. CCI Project-specific allowable costs are costs that are only allowed for certain CCI Projects. These direct costs are allowed for project implementation, and therefore may not be subject to the indirect cost restrictions below. These costs may still be subject to additional restrictions per Appendix D of the Guidelines and will not be reimbursed if incurred for other CCI Projects:
 - (i) Operational costs are allowed under the following CCI Projects: Affordable Housing and Sustainable Communities, Low Carbon Transit Operations Program, Low Carbon Transportation, Urban Greening, Urban and Community Forestry, Organics, and Food Waste Prevention and Rescue.
 - (ii) Pre-construction costs (such as design, engineering, permitting, and environmental assessment) are allowed under the following CCI Projects: Affordable Housing and Sustainable Communities, Low-Income Weatherization Program, Water-Energy Grant Program, Urban Greening, Urban and Community Forestry.
 - f. Transformative Plan Allowable Costs are costs allowed for the implementation of the Community Engagement Plan and Workforce Development Plan:
 - (i) Community engagement and outreach costs must be directly related to the implementation of the CCI Projects included in the TCC Project, per Appendix H of the Guidelines. Community Engagement costs may account for no more than 8 percent of the total grant award.
 - (ii) Workforce development, training, and education program costs must be for eligible job training programs per Appendix I of the Guidelines.
 - g. Administrative costs are costs directly tied to the administration of the TCC grant, which include, but are not limited to: staff salaries and benefits, supplies, Indicator Tracking costs, and other resources used to administer the grant. Administration of the grant may include: activities required for coordinating the Grantee/Partner relationship, reporting, invoicing, etc. Administrative costs may account for no more than 10 percent of the total grant award.
- iii. Ineligible costs
- a. Indirect costs are not eligible for reimbursement with TCC funds. Indirect costs are defined as expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not directly tied to the grant but are necessary for the general operation of the organization. Examples of indirect costs may include, but are not limited to: salaries and benefits of employees not directly assigned to a project, but providing general support services such as personnel, business services, information technology, janitorial, and overhead such as rent, utilities, supplies, etc.
 - b. Under no circumstances will Grantee seek reimbursement, nor will SGC reimburse or pay Grantee, for any cost that has been, or will be, paid through another funding source. Grant funds cannot finance any activities designed to supplant rather than supplement existing local agency activities or activities with pre-existing designated funding. This cost supplantation prohibition does not apply to interim financing for housing loans.
 - c. Grantee must not seek reimbursement for any interest accumulated in order to finance the project.

- d. Grantee will not use or allow the use of any portion of the TCC Project, including real property, for mitigation without the prior written permission of SGC. Any practices that are required as mitigation or other mandated activities of any kind may not be financed by this grant program.
- iv. All costs must be reasonable, as defined below:
 - a. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. In determining reasonableness of a given cost, consideration must be given to:
 - (i) Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the entity or the proper and efficient performance of this Grant Agreement.
 - (ii) The restraints or requirements imposed by such factors as: sound business practices; arm's-length bargaining; federal, state, local, tribal, and other laws and regulations; and terms and conditions of this Grant Agreement.
 - (iii) Market prices for comparable goods or services for the geographic area.
 - (iv) Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to its employees, the public at large, and the state.
 - (v) Whether the cost significantly deviates from the acquiring entity's established practices and policies regarding the incurrence of costs.
 - b. SGC has the sole discretion to determine if a cost is reasonable. Any costs that do not meet the requirements above may not be reimbursed by the State. The Grantee may file a Dispute to contest SGC's determination.
- v. Retention
 - a. SGC will withhold payment of the final 5% of total requested amount for each CCI Project with exception of Grant Administration costs, Community Engagement Plan, and Workforce Development Plan invoices, until SGC determines that the requirements of that project have been fulfilled per the Grant Agreement.

14. Bimonthly Invoicing

During the Project Completion Period, the Grantee will submit by email one (1) invoice package to SGC on the Report Due Date listed in the Project Completion Period Reporting Schedule (Attachment E-3).

During the Performance Period, the Grantee will submit by email one (1) invoice package to SGC on the Report Due Date listed in the CARB Indicator Reporting Schedule (Attachment E-3).

- i. Invoice Package - An invoice, supporting documentation, and the appropriate reporting materials are collectively referred to as the "invoice package."
 - a. Invoice – Grantee must use the invoice templates provided in Attachment E-2.
 - (i) Expenses should be broken out at the task level.
 - (ii) Expenses under each task should be broken out by cost type.
 - (iii) Indicator Tracking costs, travel, and equipment should be clearly identified.
 - b. Supporting documentation – Grantee must submit supporting documentation for all itemized costs. Documentation may include, but is not limited to: copies of purchase orders, receipts, subcontractor

- invoices, and timesheets. These items must contain sufficient information to establish that the specific service was rendered or purchase was made. Original supporting documentation is not required and should be retained by Grantee.
- (i) Supporting documentation should be clearly labeled by task.
 - (ii) Supporting documentation does not need to be provided for administrative costs. However, Grantee must maintain records of administrative costs to be made available upon request from the State.
 - (iii) Records documenting time spent performing the work must identify the individual, the date on which the work was performed, the specific grant-related activities or objectives to which the individual's time was devoted, the hourly rate, and the amount of time spent.
- c. Report(s) – Grantee must submit the appropriate reporting materials described in Exhibit A, Part 2, Section 12.
- ii. Grantee must submit the invoice package electronically by email only to the TCC Grant Manager and Contracts@sgc.ca.gov. The invoice must be signed by the Authorized Signatory or Designee. By submitting the invoice package to SGC, Grantee certifies that all costs are eligible for reimbursement, that all work has been completed in accordance with the Grant Agreement, and that the invoice total reflects actual costs incurred.
- a. SGC has the discretion to determine the sufficiency of work completed and completeness of an invoice package.
 - b. If SGC determines that an invoice package is complete and sufficient, SGC will notify Grantee and approve the invoice. SGC will issue one check to Grantee. Grantee is responsible for dispersing payment to Partners, as outlined in the TCC MOU, and any Subcontractors.
- iii. Invoice packages that do not meet the requirements of this Grant Agreement, are incomplete, or have inaccuracies, will be returned to Grantee for resubmittal within ten (10) working days with an explanation of why it was not approved.
- a. SGC may authorize payment of a partial invoice package and require Grantee to resubmit the remaining portions in order to fix any inaccuracies or incomplete information.
 - b. Grantee must resubmit the amended invoice package (either partial or full) in the same manner as the original invoice within 10 working days after receiving the notification from SGC while addressing the concerns identified by SGC.
- iv. If SGC determines that Grantee submitted false or materially inaccurate invoices, supporting document or components of the Application, SGC may impose any and all available remedies, including requesting reimbursement of already disbursed payments or termination of the Grant Agreement.
- v. The final invoice for each CCI Project should include a request for reimbursement of the retention withheld throughout the Project Completion Period, as discussed in Exhibit A, Part 2, Section 13, of this Grant Agreement.

15. Leverage Funding

- i. Grantee will report on the leverage funding expended in the Bimonthly Progress Report and Annual Detailed Leverage Reporting form. Grantee must retain supporting documentation of leverage funding that will be made available to the State upon request.
- ii. Leverage funding must be spent within the Project Area and for the purposes of the TCC Project.
- iii. Grantee may report on the expenditure of leverage funding starting January 29, 2018 and the end of the Performance Period.
- iv. If leverage funding sources change during the grant term, Grantee will notify SGC at the subsequent bimonthly reporting due date.
 - a. Changes in leverage funding sources that impact the Budget and Schedule of Deliverables may require an amendment to the Grant Agreement.
 - b. Changes in leverage funding sources that impact the 50 percent eligibility requirement in the Guidelines and Application may require a remedy to be determined between Grantee and SGC.

16. Non-CCI Projects

- i. Non-CCI projects must be completed by the end of the Performance Period and within the Project Area.
- ii. Grantee must integrate Non-CCI projects into the Detailed Work Plan and Budget, to be finalized within the first quarter of the grant term and updated on an annual basis.

17. Work Outside the Project Area

SGC disclaims any representations, express or implied, that any work outside the Project Area that was not approved as part of the Application is or will be funded by the TCC Program. Grantee waives any claims against SGC related to such work.

18. Repayment of Funds

If grant funds are not expended, or have not been expended in accordance with this Grant Agreement; or that real or personal property acquired with grant funds is not being used, or has not been used for purposes in accordance with the Grant Agreement; SGC has sole discretion to take appropriate action under this Grant Agreement, at law or in equity, including but not limited to:

- a. Requiring Grantee to forfeit any unexpended portion of the grant funds, including but not limited to any retention withheld from invoices;
- b. Requiring Grantee to repay any funds improperly expended.

19. Availability of Funds

Sufficient funds for this Grant Agreement have been made available by the Budget Act of 2016 (AB 1613). However, this contract is subject to any restriction, limitation, or condition enacted by the Legislature, which may affect the provisions, terms, or funding of this contract in any manner.

20. Revenue

All revenue generated as a part of any CCI Project or Transformative Plan must be used to further the TCC Project to the extent reasonably possible.

21. Monitoring and Oversight

Grantee agrees that the State or designated representative has the right to visit the project sites pertaining to any TCC Project described in this Grant Agreement. Project sites may include any public or participating private properties.

- i. Once the Grant Agreement is executed, the TCC Grant Manager may request a regularly occurring monthly phone call or in-person meeting with Grantee's Grant Manager to discuss the TCC Project. Grantee must work with the TCC Grant Manager to accommodate monitoring requests.
- ii. The State retains the right to conduct site visits with the following minimum frequency:
 - a. Two times during the first two years of the grant term
 - b. One time a year during the remaining years of the grant term
- iii. At the State's discretion, site visits may occur more frequently.
- iv. Grantee agrees that the State or designated representative has the right to conduct a final inspection of completed CCI Projects, as determined by SGC. For construction projects, this may require certification by the appropriate registered professional (such as California Registered Civil Engineer or Geologist) that the project has been completed in accordance with final plans and specifications and any modifications. If Grantee or Lead Entity arranges a final inspection, Grantee must notify the TCC Grant Manager of the inspection date at least ten (10) working days prior to the inspection in order to provide State the opportunity to participate.

22. Recordkeeping

Grantee must establish an official file for the TCC Project funded by the Grant Agreement. The file must contain adequate documentation of all actions taken with respect to the TCC Project, including copies of the Grant Agreement, amendments and modifications, letters and email correspondences, financial records (including agreements and any associated documents with Partners and Subcontractors), required reports, and readiness and compliance documentation. The State reserves the right to audit all Grantee, Partner, and Subcontractor records for this project, as stated below.

- i. Grantee must establish a separate ledger account for receipts and expenditures of grant funds and maintain expenditure details in accordance with the attached Budget and Schedule of Deliverables. Separate bank accounts are not required. Grantee must maintain financial records of expenditures incurred during the TCC Project in accordance with generally accepted accounting principles, including leverage funding that may be required.
- ii. Grantee must maintain documentation of its normal procurement policy and competitive bid process (including the use of sole source purchasing).
- iii. Partners and Subcontractors paid with moneys under the terms of this Grant Agreement must maintain all records as specified. Grantee maintains responsibility for ensuring that Partners and Subcontractors comply with the requirements above.

23. Records; Applicability of the California Public Records Act (Gov. Code § 6250 *et seq.*)

Grantee agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes and other written or graphic work produced in the performance of this Grant Agreement will be in the public domain to the extent to which release of such materials is required under the California Public Records Act (Cal. Gov't Code § 6250 *et seq.*). Grantee may disclose, disseminate and use in whole or in part, any final form data and information received, collected and developed under this Grant Agreement, subject to appropriate

acknowledgement of credit to the State for financial support as described in Section 52, Publicity. Grantee must not utilize the materials for any profit-making venture or sell or grant rights to a third party who intends to do so. The State has the right to use any data described in this paragraph for any public purpose.

24. Audit and Record Retention

Grantee must ensure adequately protection for all records, physical and electronic, from loss, damage, or destruction for possible audit(s). Grantee agrees that the State or designated representative will have the right during normal business hours to review and to copy any records and supporting documentation pertaining to the performance of this Grant Agreement and interview any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the State to audit records and interview staff of any Partners and Subcontractors related to the performance of this Grant Agreement.

- i. Grantee, Partners, and Subcontractors must maintain copies of project records four (4) years after the Performance Period, unless a longer period of records retention is stipulated.
- ii. The State retains the right to conduct an audit each year during the grant term and up to four (4) years after the Performance Period.
- iii. The State may require recovery of payment from Grantee, issue a Stop Work Order or terminate the Grant Agreement, as warranted, based on an audit finding, or any other remedies available in law or equity.

25. Compliance

Grantee must fully comply with all applicable federal, state and local laws, ordinances, regulations, plans, and design standards. Grantee must secure any new permits or licenses required by authorities having jurisdiction over the Project Area, and maintain all presently required permits. Grantee must ensure that any applicable requirements of the California Environmental Quality Act are met in order to carry out the terms of this Grant Agreement. Grantee must promptly provide evidence of such compliance if requested by the State.

Additionally, Grantee certifies that it currently is not and will not become:

- i. In violation of any order or resolution subject to review promulgated by CARB or an air pollution control district;
- ii. Subject to a cease and desist order subject to review issued pursuant to Section 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or
- iii. Determined to be in violation of provisions of federal law relating to air or water pollution.

Grantee must ensure that Partners and Subcontractors comply with all terms in this section with respect to the TCC Project.

26. Insurance

- i. A Grantee or Lead Entity that is a governmental organization is required to provide evidence of sufficient self-insurance to satisfy the insurance requirements below.
- ii. If Grantee or Lead Entity is not a governmental organization or is unable to provide evidence of sufficient self-insurance, then the following are the insurance requirements.
- iii. Grantee must ensure the following insurance policies are obtained and kept in force through the Project Completion Period for each project, with no lapses in coverage, that cover any acts or omissions of Grantee, Partners, Subcontractors or employees engaged in carrying out any tasks specified in this Grant Agreement:

- a. Worker's Compensation Insurance in an amount of not less than the statutory requirement of the State of California.
- b. Commercial general liability insurance in an amount of not less than \$1,000,000 per occurrence for bodily injury and property damage combined.
- c. Motor vehicle liability with limits not less than the amounts below for combined single limit per accident. Such insurance must cover liability arising out of a motor vehicle including owned, hired, and non-owned motor vehicles.
 - (i) 7 or fewer passengers: \$1,000,000
 - (ii) 8-15 passengers: \$1,500,000
 - (iii) 16+ passengers: \$5,000,000
- d. Insurance policies must name the State of California, its officers, agents, employees and servants as additional insured parties for the commercial general liability and automobile liability insurance but only with respect to work performed under the Grant Agreement. Grantee is responsible for guaranteeing that a copy of each Certificate of Insurance is submitted to SGC within 60 calendar days of the Grant Agreement signature. The grant number must be included on each submitted Certificate of Insurance.
- e. Grantee must notify SGC prior to any insurance policy cancellation or substantial change of policy, including lapse of coverage, change in coverage amount, or change in carrier.
- f. Grantee must notify SGC if any Partners or subcontractors are not in compliance with the insurance requirements above. If any Partners or subcontractors are out of compliance, SGC reserves the right to issue a Stop Work Order, until resolved, as described below.

27. Computer Software

Grantee must ensure that the appropriate systems and controls are in place so that funds under this Grant Agreement will not be used for the acquisition, operation, or maintenance of computer software in violation of copyright laws.

28. Personally Identifiable Information

Information or data, including but not limited to all records and supporting documentation that personally identifies an individual or individuals is confidential in accordance with California Civil Code Sections 1798, *et seq.* and other relevant state or federal statutes and regulations. Grantee must ensure that all such information or data that comes into possession under this Grant Agreement is appropriately safeguarded in perpetuity, and must not release or publish any such information, data, or records.

29. Ownership

- i. Deliverables:
 - a. Grantee hereby grants to the State a royalty-free, nonexclusive, transferable, world-wide license to reproduce, translate, and distribute copies of any and all materials it produces pursuant to this Grant Agreement, for nonprofit, non-commercial purposes, and to have or permit others to do so on the State's behalf.
- ii. Equipment:
 - a. For any equipment purchased or built with funds that are reimbursable as a direct cost of the TCC Project, as determined by SGC, Grantee, Partner, or Subcontractor, as applicable, must be the sole

owner on title. During the Project Completion Period, equipment must be dedicated to the described use in the same proportion and scope as was in the Grant Agreement, unless SGC agrees otherwise in writing. On completion or early termination of the Grant Agreement, the State will either require that the equipment be returned or authorize the continued use of such equipment at the Project Area; in making that determination, the State will consider the useful life of the equipment, and Grantee may be required to refund the State for the fair market value of equipment that continues to have a usable life, but is no longer required for project implementation.

- b. Grantee will assume all risk including cost for maintenance, repair, loss, destruction and damage to all equipment until disposition of equipment. SGC may, at its discretion, repair any damage or replace any lost or stolen items and deduct the cost thereof from Grantee's invoice to the State, or require Grantee to repair or replace any damaged, lost, or stolen equipment to the satisfaction of SGC with no expense to the State. In the event of theft, a report must be filed immediately with the California Highway Patrol (State Administrative Manual § 8643 [Lost, Stolen, or Destroyed Property]).
- c. Grantee must maintain an inventory record for each piece of non-expendable equipment purchased or built with funds provided under this Grant Agreement. The inventory record should include, but is not limited to:
 - (i) Grant Number
 - (ii) Description of Equipment
 - (iii) Manufacturer Name
 - (iv) Model (if applicable)
 - (v) Model Year (for vehicles only)
 - (vi) Serial Number, License Number or Vehicle Identification Number
 - (vii) Date Purchased
 - (viii) Purchase Order Number
 - (ix) Original Cost

Non-expendable equipment so inventoried are equipment items that have a normal life expectancy of one (1) year or more with an approximate unit price of \$5,000 or more. In addition, items of equipment that are prone to theft, loss, and misuse and may contain sensitive data (e.g. computers, printers, smartphones, tablets, cameras, GPS devices, etc.) costing less than \$5,000 must be inventoried.

- d. Grantee must use all equipment acquired only to provide service in the Project Area as it relates to this Grant Agreement.
 - e. The Equipment Inventory Record must be updated annually and upon request. See Reporting section for more information.
- iii. Vehicles:
- a. Grantee, Partner, or Subcontractor, as applicable, must be the sole owner of all vehicles acquired as part of CCI Project, including but not limited to, bicycles, cars, buses, vans, rail passenger equipment. During the Project Completion Period, vehicles must be dedicated to the described use in the same proportion and scope as was in the Grant Agreement, unless SGC agrees otherwise in writing.

- b. Vehicles acquired must be maintained in a state of good repair and dedicated to that public transportation use for their full useful life, which, for the purpose of this Grant Agreement, will be determined in accordance with standard State and national transit practices and applicable rules and guidelines, including any extensions of that life cycle achievable by reconstruction, rehabilitation or enhancements. If the ownership or use of the vehicles change to a use not in accordance with the Grant Agreement, Grantee may be required to reimburse the State for their fair market value.
- iv. Infrastructure:
 - a. Grantee, Partner, or Subcontractor, as applicable, must ensure all necessary rights of way, property ownership, or leases have been secured prior to construction. Purchases of all real property required for the CCI Project must be free and clear of liens, conflicting easements, obstructions, and encumbrances. Any property acquisition by Grantee must not involve eminent domain proceedings or threat of eminent domain proceedings. Grantee must record deed restrictions on TCC Project property, as applicable.
 - b. Grantee, Partner, or an appropriate public agency or subcontractor, as applicable, must be the sole owner of all rights of way, real and personal property, improvements and infrastructure funded under this Grant Agreement. The foregoing sentence notwithstanding, dispersed improvements such as those made under the Low-Income Weatherization Program may be made on private real property. Each site acquired or improved upon with funding provided under this Grant Agreement must remain permanently dedicated to the described use in the same proportion and scope as was in the Grant Agreement, unless SGC agrees otherwise in writing. If the ownership or use of the property changes to a use not in accordance with the Grant Agreement, Grantee may be required to reimburse the State in a manner determined by SGC.
 - c. Grantee, Partner, or Subcontractor, as applicable, is obligated to continue operation and maintenance of the physical aspects of the CCI Project in accordance with the described use in the same proportion and scope as in the Grant Agreement, unless SGC, Grantee, Partner, or Subcontractor (as applicable) agrees otherwise in writing. Grantee may be excused from its obligations for operation and maintenance of the Project site only upon written approval from SGC. The CCI Project and its facilities must be maintained, supervised, and inspected by adequate and well-trained staff and/or professionals and technicians as the project reasonably requires.
- v. Debt Security:
 - a. Grantee will not use or allow the use of any portion of real property purchased solely with TCC Project funds as security for any debt. This debt financing prohibition is not applicable to the AHSC Project Component.

30. Non-Performance

SGC has sole discretion to determine if Grantee is performing in accordance with the Grant Agreement. Non-performance may be determined for an individual CCI Project, Transformative Plan, or the entire TCC Project. Non-performance issues can include, but are not limited to: misuse of funding for ineligible expenses, inability to meet performance requirements or schedule milestones, failure to complete or failure to make a good faith effort to complete the TCC Project as a whole or any TCC Project Components, and/or failure to comply with the terms of this Grant Agreement.

- i. SGC will notify Grantee in writing if non-performance is determined, and will provide instructions and a timeline to rectify all cases of non-performance.

- ii. Grantee must respond to a determination of non-performance within 30 calendar days by either a) acting on corrective actions, or b) disputing SGC's findings in writing.
- iii. SGC, without waiver of other rights or remedies, may require Grantee to re-perform any actions not in accordance with this Grant Agreement. SGC may withhold any payments due to Grantee until the individual project or TCC Project is brought back into full compliance. Costs and expenses for these actions will be borne by the applicable Grantee, Partner, or Subcontractor.
- iv. If Grantee fails to correct any non-performance to SGC's satisfaction, SGC may elect to terminate the entire Grant Agreement or any part thereof. Grantee may be liable for immediate repayment to SGC of all amounts disbursed by SGC under this Grant Agreement for the individual CCI Project, Transformative Plan of the entire TCC Project as applicable and only if non-performing. SGC may, at its sole discretion, examine the extent of Grantee compliance for work partially completed and determine costs eligible for reimbursement. This paragraph will not be deemed to limit any other remedies available to SGC for breach of this Grant Agreement.
- v. Upon termination by SGC, Grantee must deliver all invoices, reports, and other deliverables required by this Grant Agreement up to the time of termination. Grantee must deliver all materials within 60 calendar days of the termination date.

31. Disputes

SGC has sole discretion to determine if an invoice, report, deliverable, or other supporting documentation is sufficient and complete, per the Grant Agreement, TCC or AHSC Guidelines, CARB Funding Guidelines, and/or any other statutory requirement. All dispute, resolution, and appeal statements must be signed by the appropriate Authorized Signatory or Designee.

- i. SGC will notify Grantee in writing if any materials are determined to be insufficient or incomplete within fifteen (15) working days of receiving the materials.
 - a. Grantee must respond in writing within fifteen (15) working days with either a) materials requested by the SGC, or b) a written statement disputing SGC's findings.
- ii. Grantee has fifteen (15) working days to submit a written dispute statement to the TCC Grant Manager. The dispute statement must contain a concise description of the dispute, along with any supporting documentation.
 - a. Grantee and relevant parties must attempt to negotiate a resolution to the dispute.
 - b. SGC will present a dispute resolution within fifteen (15) working days of receiving Grantee's dispute statement.
- ii. Grantee has fifteen (15) working days to appeal a dispute resolution. Grantee must submit a written appeal statement to SGC. The appeal statement must contain a concise description of the appeal, along with any supporting documentation.
 - a. Grantee and relevant parties must attempt to negotiate a resolution to the appealed dispute.
 - b. SGC will respond to the appeal statement within fifteen (15) working days of receiving Grantee's appeal statement.
- iii. If Grantee wants to further appeal a dispute resolution after undergoing both the dispute and appeal process, Grantee must submit a further appeal statement to the Government Claims Program at the Department of General Services, the final administrative forum for resolution of the dispute.

- iv. During a dispute, Grantee must observe any Stop Work Orders put into effect until the dispute is resolved.

32. Stop Work Order

SGC has the right to issue a Stop Work Order for an individual CCI Project, Transformative Plan, or the entire TCC Project and suspend payments to Grantee. SGC reserves the right to issue a Stop Work Order if there is a breach in the leverage funding commitments that put components of the TCC Project at risk of not being completed.

- i. Immediately upon receiving a Stop Work Order written notice, Grantee must cease all work under the individual project or TCC Project. The Stop Work Order will be in effect until resolution is reached or until the project is terminated.
 - a. SGC may require remedial steps from Grantee.
 - b. The individual project or TCC Project may be terminated by means of an amendment.
- ii. Any costs incurred after the issuance of a Stop Work Order will not be reimbursed. Costs and expenses for these actions will be borne by Grantee. Work may resume only upon written SGC notification that the Stop Work Order has ended.

If Grantee issues a Stop Work Order to a Partner, or if Grantee and/or Partners issue a Stop Work Order to any Subcontractors, they must notify SGC within ten (10) working days of issuing the order.

33. Health Impacts

If SGC has a reasonable concern about the public health impact of a Project Component, SGC may require Grantee to further study and mitigate the impact as directed by SGC. Section 13 of this Agreement, Payment Provisions, notwithstanding, Grantee may request any required study and mitigation to be considered an eligible cost for reimbursement based on the fiscal inability of the entity required to perform the directed work.

34. Termination for Convenience

Both SGC and Grantee have the right to terminate this Grant Agreement prior to the end of the grant term upon 30 calendar days of written notice. The written notice must specify the reason for early termination and may permit SGC or Grantee to rectify any deficiency(ies) prior to the termination date.

- i. Conditions of early termination:
 - a. Upon any termination, Grantee must deliver all invoices, reports, and other deliverables required by this Grant Agreement up to the time of termination. Grantee must deliver all materials within 60 calendar days of the termination date.
 - b. Upon receipt of notice from SGC of Termination for Convenience, Grantee shall immediately take action to ensure neither it nor any Partner or subcontractor incur any additional obligations, costs or expenses, except as may be reasonably necessary to terminate its activities.
 - c. SGC will examine the extent of Grantee compliance for work partially completed and reasonably determine costs eligible for reimbursement based on final invoices submitted and compliance with this Grant Agreement.
- ii. The rights and remedies of the SGC and Grantee provided in this Section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

35. Governing Law and Venue

This Grant Agreement will be governed by the laws of the State of California without regard to conflicts of law principles. Venue will be in Sacramento County, California.

36. Grantee Independence/Not an Agent of the State

Grantee, and its employees, agents, Subcontractors, and Partners, in their performance of this Grant Agreement, must act in an independent capacity and not as officers or employees or agents of the State.

37. Indemnification

Grantee agrees to indemnify, defend (with counsel reasonably approved by the State) and hold harmless the State, its employees, officers or agents from and against any and all claims, injury, damages, liability, loss or attorneys' fees arising out of or in connection with the subject matter, terms or performance of this Grant Agreement, and from any suit, proceeding or challenge against the State and its employees, officers or agents by a third party alleging that by virtue of the terms of this Grant Agreement, the State and its employees, officers or agents have done any wrongful act or breached any representation, whether based on a claim in contract, tort or otherwise, excepting gross negligence and intentional misconduct.

38. Waiver

Grantee waives any and all rights to any type of express or implied indemnity or right of contribution from the State, officers, agents or employees, for any liability arising from, growing out of, or in any way connected with this Grant Agreement. Grantee waives all claims and recourses against the State, including the right to contribution for loss or damage to persons or property arising from, growing out of or in any way connected with or incident to this Grant Agreement, except claims arising from the gross negligence and intentional misconduct of the State, its officers, agents, and employees. None of the provisions of this Grant Agreement will be deemed waived unless expressly waived in writing. No waiver or any breach of the Grant Agreement shall be held to be a waiver of any prior or subsequent breach. The failure of SGC to enforce at any time the provisions of this Grant Agreement or to require at any time performance by Grantee of these provisions shall in no way be construed to be a waiver of such provisions nor affect the validity of this Grant Agreement or the right of SGC to enforce these provisions.

39. No Third-Party Beneficiaries

This Grant Agreement is not intended for the benefit of any person or entity other than the Parties, and no one other than the Parties themselves may enforce any of the rights or obligations created by this Grant Agreement.

40. Force Majeure

Neither the State nor Grantee will be responsible hereunder for any delay, default, or nonperformance of this Grant Agreement, to the extent that such delay, default, or nonperformance is caused by an act of God, weather, accident, enemy or hostile governmental action, civil commotion, strikes, lockouts, labor disputes, fire or other casualty, or other contingencies unforeseen by the State or Grantee, its Partners, Subcontractors, or vendors, and beyond the reasonable control of such party.

41. Expatriate Corporations

Grantee hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

42. Corporation Qualified to do Business in California

When work under this Grant Agreement is to be performed in California by a corporation, the corporation must be in good standing and currently qualified to do business in the state. "Doing business" is defined in Revenue and Taxation Code Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit.

43. Self-Dealing and Arm's Length Transactions

All expenditures for which reimbursement pursuant to this Grant Agreement is sought must be the result of arm's-length transactions and not the result of, or motivated by, self-dealing on the part of Grantee or any employee or agent of Grantee.

44. Relocation

If a project is subject to State Relocation Law and a relocation plan is required by State Relocation Law (Gov. Code, § 7260 et seq.) and Section 6038 of the Relocation Assistance and Real Property Guidelines (25 Cal. Code of Regulations, div. 1, ch. 6, § 6000 et seq.) for the Project Area, Grantee must provide a copy of the relocation plan.

45. Americans with Disabilities Act

Grantee certifies that itself, its Partners, and Subcontractors comply with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines pursuant to the ADA (42 U.S.C. 12101 et seq.).

46. Non-discrimination Clause

During the performance of this Grant Agreement, Grantee, Partners, and Subcontractors will not unlawfully discriminate, harass, or allow harassment against any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor will they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.

Grantee, Partners, and Subcontractors must ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee, Partners, and Subcontractors must comply with the provisions of the Fair Employment and Housing Act (Gov. Code, § 12990 et seq.) and the applicable regulations promulgated there under (Cal. Code Regs., title 2, § 11005 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a)-(f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Grant Agreement by reference and made a part hereof as if set forth in full. Grantee must ensure that itself, Partners, and Subcontractors give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other grant agreement.

Grantee must include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform services under this Grant Agreement.

47. Drug-Free Workplace Certification

Grantee certifies that it will provide a drug-free workplace to employees of Grantee, Partners, and Subcontractors by taking the following actions:

- i. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the organization's workplace and specifying the actions that will be taken against employees for violations of the prohibition.
- ii. Establish a drug-free awareness program to inform employees about:
 - a. the dangers of drug abuse in the workplace;
 - b. the organization's policy of maintaining a drug-free workplace;
 - c. any available counseling, rehabilitation and employee assistance programs; and,
 - d. penalties that may be imposed upon employees for drug abuse violations.
- iii. Every employee who works on the Grant Agreement must:
 - a. receive a copy of the company's drug-free workplace policy statement; and,
 - b. agree to abide by the terms of the company's statement as a condition of employment on the Grant Agreement.

48. Child Support Compliance Act

Grantee recognizes the importance of child and family support obligations and must fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Family Code Section 5200 et seq.; and

Grantee, to the best of its knowledge, is fully complying with the earnings assignment orders of all employees, and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

49. Environmental Justice

In the performance of this Grant Agreement, Grantee must conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of California.

50. Union Organizing

By signing this Grant Agreement, Grantee hereby acknowledges the applicability of Government Code Sections 16645, 16645.2, 16645.8, 16646, 16647, and 16648 to this Grant Agreement and hereby certifies that:

- i. No grant funds disbursed by this Grant Agreement will be used to assist, promote, or deter union organizing by employees performing work under this Grant Agreement.
- ii. If Grantee makes expenditures to assist, promote, or deter union organizing, Grantee must maintain records sufficient to show that no state funds were used for those expenditures, and that Grantee must provide those records to the Attorney General upon request.

51. Prevailing Wages and Labor Compliance

Grantee certifies that it will comply with all prevailing wage requirements under California law, pursuant to Section 1720 et seq. of the California Labor Code. The California Labor Code requires payment of locally prevailing wages to workers and laborers on state government contracts in excess of \$1,000 for public works projects. A "public work" is the construction, alteration, demolition, installation, repair or maintenance work done under contract and paid for in whole or in part out of public funds. The definition applies to private contracts

when certain conditions exist. Grantee can identify additional stipulations and exceptions under Cal. Labor Code § 1720 et seq.

- i. Grantee must ensure the following on “public work” activities under this Grant Agreement:
 - a. Prevailing wages are paid;
 - b. The project budget for labor reflects these prevailing wage requirements; and
 - c. The project complies with all other requirements of prevailing wage law including but not limited to keeping accurate payroll records, and complying with all working hour requirements and apprenticeship obligations.
- ii. Grantee must ensure that its Partners and Subcontractors, if any, also comply with prevailing wage requirements. Grantee must ensure that all agreements with its Partners and Subcontractors to perform work related to the TCC Project contain the above terms regarding payment of prevailing wages on public works projects.
- iii. The Department of Industrial Relations (DIR) is the primary resource for consultation on the requirements of California prevailing wage law.
 - a. Grantee can identify the rates for prevailing wage on the DIR website at <http://www.dir.ca.gov>. Grantee may contact DIR for a list of covered trades and the applicable prevailing wage.
 - b. If Grantee is unsure whether the TCC Project or individual projects receiving this award is a “public work” as defined in the California Labor Code, it may wish to seek a timely determination from the DIR or an appropriate court.
 - c. If Grantee has questions about this contractual requirement, recordkeeping, apprenticeship or other significant requirements of California prevailing wage law, it is recommended Grantee consult DIR and/or a qualified labor attorney before accepting this grant award.

52. Publicity

Grantee agrees to adhere to the TCC Press Kit provided by SGC.

- i. Branding: Grantee is required to use the SGC and CCI names and/or logos for all publications, websites, signage, invitations, and other media-related and public-outreach products related to the TCC grant. All such materials must include the following standard language about the TCC Program and the California Climate Investments:

The Transformative Climate Communities (TCC) Program funds community-led development and infrastructure projects that achieve major environmental, health and economic benefits in California's most disadvantaged communities. TCC empowers the communities most impacted by pollution to choose their own goals, strategies and projects to enact transformational change – all with data-driven milestones and measurable outcomes. This program is administered by the Strategic Growth Council (SGC) which coordinates the activities of State agencies and partners with stakeholders to promote sustainability, economic prosperity, and quality of life for all Californians.

The TCC Program is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment – particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more

sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov

- ii. Media: Grantee must provide to SGC the name, phone number, and email address of Grantee's point of contact for all press inquiries and communications needs related to the project. Grantee is encouraged to distribute a press release for major milestones throughout the lifecycle of the grant. All press releases must be approved by the SGC Communications Office prior to distribution and SGC must be alerted and invited to participate in any and all press conferences related to the grant.
- iii. Signs: Grantee shall place, or cause to be placed, signs on project construction sites stating that SGC is providing financing through the TCC Program in an appropriate location(s), typeface and size containing the following message:

TRANSFORM FRESNO

**THIS PROJECT HAS BEEN MADE POSSIBLE
BY FINANCING FROM**

**CALIFORNIA CLIMATE INVESTMENTS (FUNDED THROUGH THE GREENHOUSE GAS REDUCTION FUND)
TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM
THROUGH THE
STRATEGIC GROWTH COUNCIL**

The sign shall be maintained in a prominent location visible and legible to the public. If the job sign includes the acknowledgment and/or logo of one or more other public lenders, the SGC acknowledgment and logo shall also be displayed in a similar size and layout. Copies of the SGC and Program logos can be obtained by contacting the TCC Grant Manager or from the SGC website.

Project types such as vehicles, equipment, and consumer-based incentives are also encouraged to identify the funding source by using a decal, sticker, or other signage that includes the California Climate Investments logo.

For projects with permanent infrastructure (e.g., AHSC, parks, transit stations, mobility hubs, EV charging stations, community gardens, bike lanes, pedestrian improvements), signage should be on durable materials for the life of the project. For projects with multiple sites or dispersed throughout the project area, such as the Low-Income Weatherization Program, or Urban and Community Forestry, signage must be posted on 10% of sites for the duration of the grant term. Signage should be of "lawn sign" quality for these disbursed sites.

Upon installation of the sign(s), Grantee shall submit a digital photograph thereof to SGC to verify compliance with these signage requirements.

- iv. Communications Materials: In collaboration with SGC, Grantee is required to prepare one or more 2-4 page documents that provide a summary of the grant components and tell the story of the TCC proposal development process and/or implementation. These materials will be displayed on SGC's website.
- v. Social media: Grantee is encouraged to use social media to share the process of creating a TCC proposal and to inform the public of all stages of implementation. @CalSGC and @CAClimateInvest should be

tagged on all posts related to the TCC grant. Use of the hashtags #TCC and #CommunityLedTransformation is also encouraged.

53. Recycled Contents Products

Lead Entity must certify in writing under penalty of perjury, the minimum, if not exact, percentage of post-consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision must specify that the cartridges so comply (Pub. Contract Code § 12205).

54. Severability

If a court of competent jurisdiction holds any provision of this Grant Agreement to be unlawful, unenforceable, or invalid in whole or in part for any reason, such provisions will be severed without affecting any other provision of this Grant Agreement. The validity and enforceability of the remaining provisions, or portions of those provisions, will not be affected.

55. Terms that Survive Grant Agreement

The following Sections survive the termination or expiration of the Grant Agreement: 4, 20, 21, 22, 23, 24, 26, 28, 29, 35, 36, 37, 38, 39, 40, 54, and 55.

EXHIBIT B – BUDGET AND SCHEDULE OF DELIVERABLES

Total Awarded Grant Funds

The total amount awarded for this grant will not exceed \$66,500,000.00 [Sixty-Six Million, Five Hundred Thousand Dollars and No Cents].

Total Leverage Funds

The total leverage funds for this grant will equal no less than \$117,300,816.30 [One Hundred Seventeen Million, Three Hundred Thousand, Eight Hundred Sixteen Dollars and Thirty Cents].

TCC Project Budget and Schedule of Deliverables

Grantee Administrative Costs	Timeline	Grant Funds	Leverage Funds
Grant Administration activities, including indicator tracking, per the grant agreement and Memorandum of Understanding	Grant Term	\$643,749.85	\$0

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Budget and Schedule of Deliverables for CCI Projects

<p>CCI Project Name and #: 1 – Chinatown Housing Development</p> <p>Project Type: Affordable Housing and Sustainable Communities</p> <p>Address: 1101 F Street, Fresno, CA, 93706</p> <p>Project Description: The proposed Chinatown project will be a high density, 4-story mixed-use development with 4695 square feet. of ground floor retail space. The Chinatown project will have 56 affordable workforce housing units, and one (1) manager’s unit. The site consists of 0.60 acres of vacant land at 1101 F Street, Fresno, CA 93706 and is within one block of the proposed High Speed Rail Station and across the street from the proposed City Park. This project provides affordable housing, encourages use of mass transit and pedestrian walkways, and provides new retail space to stimulate economic development.</p>	
Land Area: 0.60 acres	Estimated Residential Rental Area: 54188 sq. ft
Number of Buildings:1	Estimated Commercial Area: 4695 sq. ft
Total Requested AHD Fund: \$8,007,319	Total Requested STI Fund: \$977,902
Total Requested HRI Fund: \$2,800,000	Total Requested Admin Fund Including Cost for Indicators Tracking: \$0
<p>AHSC Lead Partner: Housing Authority of the City of Fresno, CA</p> <p>Developer: Housing Authority of the City of Fresno, CA</p>	
<p>Project Reimbursement Conditions:</p> <p>The City of Fresno commits to permanently cease all burning activity at the City’s Fire Station 3 (located at 1406 Fresno Street in the Chinatown neighborhood) including burning in the Training Tower and all burning that could be associated with live burn drills, vehicles and or use of the Fire Department’s single-story burn props, regardless of their placement on the site of the training facility on or prior to the Tax Credit Financial closing related to this project. No reimbursement will be approved until SGC receives an official letter from the City of Fresno and Housing Authority of the City of Fresno that the grant condition has been met.</p>	

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Affordable Housing Development (Part 1 of 3)

a) *Scope of Work*

- TCC Restricted Units must equal at least 20 percent of the total residential units.

# of Bedrooms	# of Units	AHSC Restricted*	Income Limit (% of AMI)	Total Unrestricted Unit	TOTAL RESTRICTED UNITS**
0	5	5	30% AMI		5
1	5	5	30% AMI		5
2	5	5	30% AMI		5
3	0	0	30% AMI		0
0	4	4	50% AMI		4
1	4	4	50% AMI		4
2	5	5	50% AMI		5
3	1	1	50% AMI		1
0	6	6	60% AMI		6
1	7	7	60% AMI		7
2	13	13	60% AMI		13
3	1	1	60% AMI		1
3	1		none	1	56
Total Project Units	57	56		1	

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- Total Restricted units include all units restricted by TCC and TCAC. The TCC award amount was calculated based on the number of Total Restricted Units.
- Additionally, upon completion, the Affordable Housing Development must meet or exceed the applicable minimum Net Density as set forth in Section 103(a)(1)(A)(iv) of the AHSC Guidelines.

b) Milestones

PERFORMANCE MILESTONE	DATE
Execute binding agreement between the Recipient and developer of the proposed Capital Project detailing the terms and conditions of the Capital Project development.	02/25/2019
Secure all Enforceable Financing Commitments.	12/11/2019
Submission of Final Construction Drawings and Specifications to the appropriate local building department or permitting authority.	06/18/2019
Commencement of construction.	03/15/2020
Construction complete and the filing of the Notice of Completion.	05/15/2021
Permanent loan closing.	12/15/2021
Program funds fully disbursed.	12/15/2021

c) Overall Budget

USES OF FUNDS	REQUESTED TCC AHD FUNDS	TOTAL RESIDENTIAL SOURCES/COSTS	TOTAL COMMERCIAL SOURCES/COSTS
Lesser of Land Cost or Value		\$225,000	
Demolition			
Legal & Closing Costs			

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Verifiable Carrying Costs			
Existing Improvements Cost			
Total Acquisition		\$225,000	
Off-Site Improvements		\$950,000	
Environmental Remediation			
Site Work (hard costs)		\$601,858	
Urban Greening			
Structures (hard costs)	\$8,007,319	\$10,673,445	
Commercial Space (hard costs)			\$939,000
Parking		\$1,160,000	
General Requirements		\$744,487	
Contractor Overhead		\$744,487	
Contractor Profit		\$246,426	
GC Bond Premium/ Insurance		\$471,992	\$13,008
Solar System		\$473,200	
Other (Tenant Improvements)			\$200,000
Total New Construction	\$8,007,319	\$16,065,895	\$1,152,008
Design		\$957,666	\$78,045
Supervision			
Total Architectural Costs		\$957,666	\$78,045

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Engineering		\$150,000	
ALTA Land Survey			
Total Survey & Engineering		\$150,000	
Hard Cost Contingency		\$1,056,785	\$56,950
Soft Cost Contingency		\$177,725	
Total Contingency Costs		\$1,234,510	\$56,950
Construction Loan Interest		\$889,055	
Origination Fee		\$153,147	
Credit Enhancement & App. Fee		\$5,000	
Owner Paid Bonds/Insurance			
Lender Expenses		\$15,200	
Taxes During Construction		\$20,000	\$5,000
Prevailing Wage Monitor		\$100,000	
Insurance During Construction		\$26,000	
Title and Recording Fees		\$10,000	
Construction Mgmt. & Testing		\$50,000	
Predevelopment Interest Exp.		\$5,000	
Other: Accrued Interest on Soft Loans		\$222,632	
Other:		\$0	
Total Construction Expenses		\$1,496,034	\$5,000

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Loan Origination Fee(s)		\$26,500	
Lender Expenses		\$25,900	
Credit Enhancement & App. Fee			
Title and Recording		\$10,000	
Property Taxes			
Insurance		\$15,000	
Total Permanent Financing		\$77,400	
Construction Lender Legal Expenses		\$35,000	
Permanent Lender Legal Fees			
Sponsor Legal Fees		\$175,000	
Organizational Legal Fees		\$30,000	
Syndication Legal Fees		\$15,000	
Total Legal Fees		\$255,000	
Operating Reserve		\$195,263	
Replacement Reserve		\$28,500	
Rent-Up Reserve			
Transition Reserve			
Other: Reserve for Transit Passes for 56 units for 5 years (\$48.00/pass)		\$161,280	
Total Capitalized Reserves		\$385,043	
Appraisal(s)		\$2,000	

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Market Study		\$6,000	
Physical Needs Assessment			
Environmental Studies		\$25,000	
Total Reports & Studies		\$33,000	
CTCAC App./Alloc./Monitor Fees		\$36,630	
CDLAC Fees		\$5,360	
Local Permit Fees		\$200,000	
Local Development Impact Fees		\$600,000	
Other Costs of Bond Issuance		\$118,629	
Syndicator / Investor Fees & Expenses			
Indicator Tracking		\$50,000	
Furnishings		\$200,000	
Final Cost Audit Expense		\$20,000	
Marketing		\$75,000	
Financial Consulting		\$55,000	
Other: Planning Consultant		\$15,000	
Total Other Costs		\$1,375,619	
SUBTOTAL	\$8,007,319	\$22,255,167	\$1,292,003
Developer Fee/Overhead/Profit		\$3,454,910	
Consultant/Processing Agent			

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Project Administration			
Syndicator Consultant Fees			
Guarantee Fees			
Broker Fees Paid to Related Party			
Construction Oversight & Mgmt.			
Total Developer Costs		\$3,454,910	
Total Project Costs		\$27,002,080	
Total Requested TCC AHD Funds	\$8,007,319		

d) Detailed Budget

Major Tasks	Deliverables/Milestones	Timeline	Grant Funds
Task 1: Escrow Closing (Affordable Housing Development Draw Request)			
Subtask A: Prepare final construction documents	Subtask A: Final Construction Documents	Subtask A: Month 2-8	\$2,001,829.75 (First 25% Draw)
Subtask B: Secure bond allocation and 4% tax credits from CDLAC and CTCAC	Subtask B: Resolution from CDLAC on bond allocation and reservation letter from CTCAC	Subtask B: Month 9-11	
Subtask C: Close Escrow	Subtask C: Closing Statement	Subtask C: Month 12-14	
Subtask D: Commence Construction	Subtask D: Commence Construction	Subtask D: Month 12-14	
Subtask E: Submit draw request to SGC for 25% of TCC AHSC AHD funds	Subtask E: Submit draw request for 25% of TCC AHSC AHD funds	Subtask E: Submit draw request for 25% of TCC AHSC AHD funds one month after construction commencement (estimated Month 15)	
Task 2: Construction (Affordable Housing Development Draw Request)			

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Subtask A: Complete 50% of construction Subtask B: Submit 2nd draw request for 25% of TCC AHSC AHD funds	Subtask A: Construction documentation verifying that 50% of the construction budget has been expended with supporting invoices and payment documentation Subtask B: Submit 2nd draw request for 25% of TCC AHSC AHD funds	Construction Start Date: Month 14 50% Construction Completion: Estimated Month 21 Construction End Date: Estimated January Month 28	\$2,001,829.75 (Second 25% Draw)
Task 3: Complete Construction (Affordable Housing Development Draw Request)			
Subtask A: Complete 75% of construction Subtask B: Complete construction Subtask C: Submit 3rd and 4th draw request for 25% of TCC AHSC AHD funds	Subtask A: Construction documentation verifying that 75% of the construction budget has been expended with supporting invoices and payment documentation. Subtask B: Verification of Certificate of Occupancy and Copy of Recorded Notice of Completion Subtask C: Submit 3rd and 4th draw request for 25% of TCC AHSC AHD funds	Subtasks A - D: Construction End Date: Estimated Month 28 Submit after 35 days from recordation date of Notice of Completion Meet the CDLAC 50% test Submit draw for 3rd and 4th draw request on Month 25	\$2,001,829.75 (Third 25% Draw)
Task 4: Project completion			
Final 25% of the requested fund will be released upon receiving applicable documents listed below: <ul style="list-style-type: none"> • Proposal for Management Agent. • Management Agreement. • Management Plan • Rental Agreement, exhibits and HCD Lease Addendum. • Appeal and grievance procedure. • Evidence of hazard and liability insurance. Submit certificate with the liability endorsement. 			

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- Initial proposed operating budget and explanation of budgeted costs (electronic version required).
- Schedule of Rental Income (electronic budget).
- Updated preliminary title report (less than 30 days old).
- ALTA Land Title "As Built" Survey (SGC must be named as a party to the transaction within the signed Surveyor's Certificate).
- Partnership borrowers: all partnership agreement documents including amendments, LP-1, LP-2, loan authorization and certificate of status from Secretary of State.
- "Corporate managing general partner or borrower: articles of incorporation, by-laws, resolution, certificate of status from the Secretary of State (SOS).
- Limited Liability Company managing general partner or borrower: articles of organization, operating agreement, resolution, certificate of status from the SOS."
- Prevailing Wage Compliance Certificate.
- Certification of Completion.
- Architect's completion certificate.
- Statement from borrower certifying receipt of all construction warranty documents and an itemization of these documents.
- Final certificate of occupancy.
- Copy of recorded notice of completion.
- Final audited cost certification - signed.
- General Liability and Property Insurance copies.
- Recorded deed of trust.
- Signed checklist for jurisdiction's checklist.

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Housing Related Infrastructure (Part 2 of 3)

Lead Entity: Housing Authority of the City of Fresno, CA				
Project Description: Construct site utilities, surface improvements, and parks-landscaping amenities associated with China Town Housing Development				
Task	Deliverables/Milestones	Timeline	Grant Funds	Leverage Funds
Task 1: Escrow Closing (Affordable Housing Development Draw Request) Subtask A: Documentation of site acquisition Subtask B: Documentation of impact fees Subtask C: Documentation of architectural and engineering services	Subtask A: Submit documentation of site acquisition Subtask B: Submit documentation of impact fees to be paid Subtask C: Submit documentation of architectural and engineering services to be paid Subtask D: Submit draw request for portion of TCC HRI funds (Estimated \$1,325,732)	Subtask A - C: Pay at escrow closing (estimated Month 14)	Subtask A: \$225,000 Subtask B: \$300,000 Subtask C: \$800,732	\$0
Task 2: Construction (Affordable Housing Development Draw Request) Subtask A: Complete 50% of site utilities, surface improvements, and parks-landscaping amenities	Subtask A: Construction documentation verifying that 50% of the site utilities, surface improvements, and parks-landscaping amenities construction budget has been expended with supporting invoices and payment documentation Subtask B: Submit 2nd draw request for portion of TCC HRI funds (\$737,134)	Construction Start Date: Month 14 50% Completion: Estimated two months after closing (Month 16)	Subtask A: \$737,134	\$0

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<p>Task 3: Complete Construction (Affordable Housing Development Draw Request)</p> <p>Subtask A: Complete site utilities, surface improvements, and parks-landscaping amenities</p>	<p>Subtask A: Construction documentation verifying that the site utilities, surface improvements, and parks-landscaping amenities construction budget has been expended with supporting invoices and payment documentation</p> <p>Subtask B: Submit 3rd draw request for portion of TCC HRI funds (\$737,134)</p>	<p>Construction Start Date: Month 14</p> <p>HRI work completion: Estimated four months after closing (Month 18)</p>	<p>Subtask A: \$737,134</p>	<p>\$0</p>
		HRI Project Subtotal	\$2,800,000	\$0
<p>Grant Administration</p>	<p>Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding</p>	<p>Grant Term</p>	\$0	\$0
		HRI Project Total	\$2,800,000	\$0

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Sustainable Transportation Infrastructure (Part 3 of 3)

Lead Entity: City of Fresno				
Project Description: There are three Sustainable Transportation Improvements (STI) planned. STI #1 will improve active transportation access to a transit stop in Chinatown located on F and Tulare Streets through the installation of 14 LED streetlights on F Street. Lighting will be installed from Fresno to Ventura Street. STI #2 will increase the urban tree canopy and provide more greenspace in Chinatown. This will be accomplished through planting 26 trees on F Street from Fresno to Mariposa Streets. One parklet will also be installed within these limits. STI #3 will reconstruct China Alley between Kern and Inyo into a permeable green alley and install strand lighting to increase visibility. The City of Fresno will provide the long-term operations and maintenance of the improvements.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
TASK 1: Project Readiness Subtask A: CEQA Process Subtask B: Utility Data Gathering Subtask C: Topographic Survey	1. City to prepare Notice of Determination 2. Compile known utilities within areas of work 3. City to prepare topo survey and deliver CAD file incorporating R/W, utility and geographic field data for design	Month 1-3	\$12,504 15% of PE	\$0
TASK 2: Preliminary Engineering Subtask A: 30% Design Plans Subtask B: 60% Design Plans Subtask C: 90% Design Plans, Specifications and Estimates (PS&E) Subtask D: 100% Design PS&E	1. Prepare preliminary plans and route for review 2. Continue design and incorporate comments from 30% submittal. Route for review 3. Complete design and incorporate comments from 60% submittal. Prepare Specifications and update Engineer's Estimate 4. Incorporate comments from 90% submittal. Route for signatures	Month 4-35	\$52,021 Remaining PE funding	\$0
TASK 3: Construction Bidding and Award Subtask A: Advertise Project for Bidding Subtask B: Receive Bids Subtask C: Identify Responsive & Responsible Bidder	1. Upload PS&E's to online portals and advertise project per normal bidding process 2. Bid packages will be delivered to City per standard bidding process	Month 36-44	\$4,168 5% of PE	\$0

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Subtask D: Council Award of Construction Contract Subtask E: Construction Contract Executed	<ol style="list-style-type: none"> 3. Bid opening will be public and Staff will determine who the lowest responsive and responsible bidder is 4. Staff will present contract to Council for award 5. Contract will be executed upon Council award 			
TASK 4: Construction Subtask A: Begin Construction Subtask B: Construction Complete Subtask C: Final inspection Subtask D: Initial Close-out	<ol style="list-style-type: none"> 1. Staff will hold a pre-construction meeting and issue a Notice to Proceed to Contractor. Contractor will pull required permits and commence construction 2. Major work activities are complete, Contractor begin demobilizing 3. Final punch list will be developed by staff and delivered to Contractor for completion 4. Issue retainage (if applicable), complete final paperwork and documentation 	Month 45-60	\$894,540 All CON-related funding	\$0
TASK 5: Project Management	<ol style="list-style-type: none"> 1. Staff documentation, meetings, project coordination, etc. as required to achieve project milestones 	Month 1-60	\$7,334 0.75% of total budget	\$0
TASK 6: Grant Administration Subtask A: Memorandum of Understanding (MOU) Subtask B: Financials Subtask C: Reporting Subtask D: Review and Performance Subtask E: Closeout	<ol style="list-style-type: none"> 1. Work with City of Fresno (Grantee) to finalize individual MOU that defines responsibilities and expectations 2. Implement process, defined by MOU, to submit invoices and supporting documentation for grant reimbursement 3. Provide regular reports, as defined by the requirements of specific project type(s), by prescribed deadlines to Grantee for inclusion in required regular reports to the state 4. Implement processes and oversight systems that ensure compliance with grant agreement and project specific requirements. Maintain project records during grant period and for three years post closeout 	Month 1-60	(included below) 0.75% of total budget	\$0

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	for potential site visits/review by Grantee and/or the State. 5. Reconcile all final expenses and submit all final invoices for reimbursement. Submit all Final and Phase 2 reports as required by project type.			
STI Project Subtotal			\$970,568	\$0
Grant Administration (see Task F, above)	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$7,334	\$0
STI Project Total			\$977,902	\$0

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CCI Project Name and #: 2 – EOC Partnership for Energy Savings and GHG Reductions in SW Fresno		Project Type: Low-Income Weatherization		
Lead Entity: Fresno Economic Opportunities Commission (Fresno EOC)				
Project Description: The project will install energy efficiency and solar water heating measures on 170 single-family homes in Southwest Fresno. The project will also assess, design, and install 510,000 watts of solar photovoltaic systems on 135 single-family homes in the TCC Project Area. Fresno EOC will provide on the job training and Sun Power certification of crews from the target area (approximately 6 trainees total). Fresno EOC and GRID Alternatives (CCI Project #3) will coordinate their outreach and installation plans. Fresno EOC will provide technical support to homeowners during the post-installation warranty period.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Install Solar on Residential Homes Subtask A: Train staff about program requirements (qualifications, target area, income guidelines, services, etc.) Subtask B: Complete Intake/Education/Certification Subtask C: Assessment/Permitting/Installation/Turn System On Subtask D: Post Inspection/Reporting/Warranty Subtask E: System Monitoring/Follow Up	1. Train staff and partners on program requirements 2. Review current weatherization recipients for Solar PV qualification and send out applications. Outreach/market to local churches, organizations, groups, and partners in target area. 3. Complete 135 Solar PV applications and educate clients on Solar PV 4. Assess, Design and Install Solar PV on 135 homes 5. Inspect, Report and Warranty 135 Solar PV Homes. Educate clients on PG&E Billing. 6. Monitor 135 Solar PV Homes. Respond to client questions, issues, concerns.	Month 1-12 (Installations) Month 12- End of Warranty (Education & System Monitoring)	\$1,987,095.00	\$0
Task 2: Install Energy Efficiency Measures / Target Homes Subtask A: Initiate Marketing & Outreach Activities Subtask B: Perform Intake and Energy Education to Residents Subtask C: Home Assessment/ Installation & Post Inspections	1. Train staff and partners on program requirements 2. Attend 5 outreach events 3. Process & Survey 170 homes 4. Assess & Weatherize 170 homes 5. Inspect homes 6. Post-installation support policies and procedures	Month 1-12	\$917,732.00	\$0

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<p>Task 3: On the Job Training and Certification</p> <p>Subtask A: Identify Trainees from Target Area</p> <p>Subtask B: Send trainees for SunPower Certification</p> <p>Subtask C: On-the-Job Training: Assessment, Design, Installation, Permitting, Turn-on System, Post Inspection</p> <p>Subtask D: Install Solar PV System on Residential Homes</p>	<ol style="list-style-type: none"> 1. Find crews/trainees from Target Area: Fresno EOC's subcontractors, QHS and GHS Govans, will have trainees from the targeted area. If trainees are not yet certified, they will be identified and sent to receive proper training. Fresno EOC's Local Conservation Corps will have trainees/crews who reside in the target area. LCC will identify trainees who will work on the project and get the necessary certifications. 2. Require Subcontractors to have crews from Target Area. QHS and GHS Govans will have crews with employees who reside within the target area. These crews will be familiar with the neighborhoods. Fresno LCC anticipates having 3 trainees become SunPower Certified within the first 6 months. GHS Govans anticipates having 3 trainees certified by the end of 9 months. QHS already have certified trainees/staff at the start of the contract period. QHS will be able to start installing immediately upon contract commencement. 3. Attend 3-day SunPower Training. At a minimum, the lead crew member must be SunPower certified before a crew can begin installation. Training costs will initially be covered by Fresno EOC and SunPower; however, training costs must be reimbursed by LCC and GHS after installation of systems. Lodging and meals will not be covered by Fresno EOC or SunPower. 4. Obtain SunPower certification. SunPower requires that all installers of SunPower panels be certified. 5. On-the-Job training for Trainees. Before and after receiving certification, trainees will be able to 	<p>Month 1-10</p>	<p>\$11,880.00</p>	<p>\$0</p>
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	receive on-the-job training from QHS. Trainees will be able to learn all aspects of completing a solar PV system. 6. Install solar PV by newly certified crews.			
CCI Project Subtotal			\$2,916,707.00	\$0
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$291,670.70	\$0
CCI Project Total			\$3,208,377.70	\$0

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CCI Project Name and #: 3 – GRID Solar Collaborative Single-Family Partnership		Project Type: Low-Income Weatherization		
Lead Entity: GRID Alternatives				
Project Description: GRID Alternatives will install 183 kilowatts of solar photovoltaic systems on 60 single-family homes in Southwest Fresno. GRID will also host monthly energy efficiency workshop classes and community outreach activities on solar qualification, training opportunities, and educating the community on energy efficiency and consumer behaviors that save money on electrical utility bills (led by partners Fresno Center for New Americans and Stone Soup Fresno). 100% of project beneficiaries shall be low-income families falling below 80% AMI in the TCC Project Area. The project will target 133 TCC area individuals for on the job training in solar. GRID Alternatives will provide technical support to homeowners during the post-installation warranty period.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Single Family (SF) Solar Installation Subtask A: Community Outreach (Volunteers) – media outreach, door to door canvassing, community orientation events Subtask B: Qualification – identify and recruit participants, hold client energy efficiency training on homeowner applications, review applications Subtask C: Construction Review – site visitation, design analysis and development, complete solar site plans, design, structural, electrical, and site safety plan Subtask D: Permitting and Installation Approvals – submit permit applications to City of Fresno Planning Department, pay permit fees, receive installation permits and construction approval Subtask E: Installation – complete contracts with homeowners, schedule installations, complete installations Subtask F: Interconnection – request City inspections, net metering (NEM) connection, and permission to operate (PTO) from utility company	1. 183 kilowatts of solar PV systems on 60 homes (approximately 3 per month in Year 1 and approximately 6 per month in Year 2) 2. 24 energy efficiency workshops (approximately 1 per month) 3. Host monthly media outreach (electronic, print, digital), door to door canvassing, and community orientation events 4. Train 133 volunteers in installation (approximately 2 per project) 5. Post-installation support policies and procedures	Month 1-24	\$858,083.00	\$535,807.55

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Subtask G: Post Installation Follow-up – post installation visits, deliver warranties, schedule one-year follow-up as needed				
CCI Project Subtotal			\$858,083.00	\$535,807.55
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$25,743.41	\$0
CCI Project Total			\$883,826.41	\$535,807.55

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CCI Project Name and #: 4 – GRID Solar Collaborative Multi-Family Partnership		Project Type: Low-Income Weatherization		
Lead Entity: GRID Alternatives				
Project Description: GRID Alternatives will install 91 kilowatts of solar photovoltaic panels on 5 Fresno Housing Authority multi-family buildings. 100% of project beneficiaries shall be low-income families falling below 80% AMI in the TCC Project Area. The project will train 67 TCC area individuals for jobs in solar. The project aims to improve air quality and provide direct economic benefit for West Fresno families through electrical utility cost savings. GRID Alternatives will provide technical support during the post-installation warranty period.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Multi Family (MF) Solar Installations <i>Work plan for 5 multi-family sites:</i> 1. Legacy Commons: 2255 Plumas, Fresno, CA 93706 2. Sequoia Courts: 549 S Thorne Ave, Fresno, CA 93706 3. Bridges at Florence: 649 E Florence Ave, Fresno, CA 93706 4. Sierra Plaza: 838 Tulare St, Fresno, CA 5. Trinity: 524 S Trinity, Fresno, CA 93706 Subtask A: Community Outreach (Volunteers) – media outreach, door to door canvassing, community orientation events Subtask B: Contract Negotiation and Execution – determine scope of work, cost, and installation timeline Subtask C: Project Feasibility and Technical Assessments – technical assessment, structural assessment, engineering review	1. 91 kilowatts of solar photovoltaic panels on 5 multi-family sites 2. Host monthly media outreach (electronic, print, digital), door to door canvassing, and community orientation events 3. Train 67 volunteers in installation (approximately 13 per project) 4. Post-installation support policies and procedures	Month 1-9	\$342,281.00	\$109,999.95

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<p>Subtask D: Site Plan – design analysis and development of site plan, complete solar site plans, design, structural, engineering, and site safety plan</p> <p>Subtask E: Permitting and Installation Approvals – submit permit applications to City of Fresno Planning Department, pay permit fees, receive installation permits and construction approval</p> <p>Subtask F: Installation – review approved plans, schedule installations, complete installations</p> <p>Subtask G: Interconnection – request City inspections, net metering (NEM) connection, and permission to operate (PTO) from utility company</p> <p>Subtask H: Post Installation Follow-up – post installation visits, deliver warranties, schedule one-year follow-up as needed</p>				
CCI Project Subtotal			\$342,281.00	\$109,999.95
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$10,268.43	\$0
CCI Project Total			\$352,549.43	\$109,999.95

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CCI Project Name and #: 5 – Southwest Fresno Trail		Project Type: Urban Greening		
Lead Entity: City of Fresno Partner: USGBC-CC				
Project Description: This project will install a Class I Trail along the Fanning Ditch Alignment, from West to Thorne. The project will also plant 102 trees and landscaping to increase the urban tree canopy and add trail and street lighting facilities. An associated project under the Community Engagement Plan led by USGBC-CC will facilitate community input during the design phase of the project. The City of Fresno Department of Public Works will provide long-term operations and maintenance of the trail and improvements.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Complete Remaining Readiness Requirements Subtask A: Complete CEQA Subtask B: ROW Acquisition Process Subtask C: Obtain Required Permits	1. Environmental Documents 2. ROW Certification 3. Permits/Agreements	Month 1-12	\$136,296.00	\$0
Task 2: Preliminary Engineering/Design Plans, Specifications & Estimates (PS&E) Subtask A: Request funding Authorization for PS&E Subtask B: Consultant Selection, 30% Design Plans, Specifications & Estimates Subtask C: Community Input Subtask D: 60% Design Plans, Specifications & Estimates Subtask E: 90% Design Plans, Specifications & Estimates Subtask F: 100% Design Plans, Specifications & Estimates	1. Notice to proceed 2. 30% PS&E 3. Community input into PS&E, in collaboration with the USGBC-CC Community Engagement Plan activities 4. 60% PS&E 5. 100% PS&E	Month 13-40	\$211,440.00	\$0

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Task 3: Construction Bidding and Award Subtask A: Request Construction Allocation Subtask B: Advertising Subtask C: Receive Bids Subtask D: Identify Responsive & Reasonable Bidder Subtask E: Construction Contract Award - Council Action Subtask F: Construction Contract Executed	1. Construction funding allocated 2. Advertisement 3. Bid Package(s) 4. City Council Agenda/Minutes 5. Construction Contract	Month 41-49	\$24,520.00	\$0
Task 4: Construction Subtask A: Begin Construction Subtask B: Construction Complete Subtask C: Final Inspection Subtask D: Initiate Close Out Process	1. Progress Invoices 2. Infrastructure Completed: Class I bike trail, 102 trees, landscaping, trail and street lighting 3. Inspection Report 4. Final Invoice Package 5. Long-term tree care and infrastructure operations and maintenance plan	Month 50-60	\$1,532,488.00	\$0
Task 5: Project Management Subtask A: Project Management	1. Achievement of Project Milestones	Month 1-96	\$11,440.00	\$0
CCI Project Subtotal			\$1,916,184.00	\$0
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$62,775.00	\$0
CCI Project Total			\$1,978,959.00	\$0

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CCI Project Name and #: 6 – Chinatown Urban Greening		Project Type: Urban Greening		
Lead Entity: City of Fresno				
Project Description: The project will install improvements to paved pedestrian facilities in Chinatown, improving active transportation and connections to the adjacent planned High Speed Rail Station. Lighting and greening improvements will also be installed. The proposed improvements are located on: F from Mariposa to Ventura, Kern from G Street to E Street and Mariposa from E Street to G Street. Street trees will be placed approximately every 30' on F Street, Kern Street and Mariposa. A portion of a green alley will also be funded by this project from Tulare to Kern and Inyo to Ventura. The remaining segment from Kern to Inyo is incorporated into CCI Project #1 (Chinatown Mixed-Use Project at HSR West Entrance). This project achieves several goals of the TCC Program including: reducing greenhouse gas emissions through carbon sequestration, installing facilities that encourage active travel, and increasing the urban tree canopy. The City of Fresno Department of Public Works will provide long-term operations and maintenance of the pedestrian and greening improvements.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Complete Remaining Readiness Requirements Subtask A: Initiate CEQA Subtask Subtask B: Complete CEQA	1. CEQA Application Document 2. Completed Environmental Documents	Month 1-3	\$10,352.00	\$0
Task 2: Preliminary Engineering/Design Plans, Specifications & Estimates Subtask A: Request funding Authorization for PS&E Subtask B: 30% Design Plans, Specifications & Estimates Subtask C: Community Input Subtask D: 60% Design Plans, Specifications & Estimates Subtask E: 90% Design Plans, Specifications & Estimates Subtask F: 100% Design Plans, Specifications & Estimates	1. Notice to proceed 2. 30% Plans, specifications, estimates 3. Agenda, meeting notes, images 4. 100% Plans, specifications, estimates	Month 4-35	\$619,640.00	\$0

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Task 3: Construction Bidding and Award Subtask A: Request Construction Allocation Subtask B: Advertising Subtask C: Receive Bids Subtask D: Identify Responsive & Reasonable Bidder Subtask E: Construction Contract Award - Council Action Subtask F: Construction Contract Executed	1. Construction funding allocated 2. Advertisement 3. Bid Package(s) 4. City Council Agenda/Minutes 5. Construction Contract	Month 36-44	\$29,555.00	\$0
Task 4: Construction Subtask A: Begin Construction Subtask B: Construction Complete Subtask C: Final Inspection Subtask D: Initiate Close Out Process	1. Progress Invoices 2. Infrastructure Completed: <ul style="list-style-type: none"> a. Paved pedestrian facilities, lighting, street trees on F from Mariposa to Ventura, Kern from G Street to E Street, and Mariposa from E Street to G Street b. Portion of a green alley from Tulare to Kern and Inyo to Ventura 3. Inspection Report 4. Final Invoice Package 5. Long-term tree care and infrastructure operations and maintenance plan	Month 45-60	\$6,073,046.00	\$0
Task 5: Project Management Subtask A: Project Management	Achievement of Project Milestones	Month 1-60	\$22,154.00	\$0
CCI Project Subtotal			\$6,754,747.00	\$0

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Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$210,949.00	\$0
CCI Project Total			\$6,965,696.00	\$0

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CCI Project Name and #: 7 – Clean Shared Mobility Network		Project Type: Low Carbon Transportation: Car Sharing and Mobility		
Lead Entity: Fresno Metro Black Chamber of Commerce				
Supporting Entities: Valley LEAP, Inspiration Transportation, Shared Use Mobility Center, WF Early Readers Preschool				
Project Description: The project will establish a low carbon transit system of electric vehicle and bicycle shares, to provide low- or no-cost services throughout the Project Area: <ul style="list-style-type: none"> • EV car share (hourly) with below-market rates for lower-income members (34 cars) • EV vanpool to employment centers (8 vans) • Electric bike share (200 bikes) • Electric vehicle charging infrastructure (Level 2 and 3 electric vehicle service systems (EVSE) for the 42 vehicles) • Volunteer driver program providing electric vehicle rides to underserved residents • Mobility Hub Customer Service Center will provide a physical location for engaging with the program Fresno Metro Black Chamber of Commerce and the project partners will develop a long-term operations and maintenance plan for the system during the first year of the grant term.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Project Setup and Kickoff Subtask A: Set up project management systems Subtask B: Finalize Steering Committee roster Subtask C: Hold Kickoff Meeting with Steering Committee Subtask D: Issue invitations to Stakeholder Advisory Committee	<ol style="list-style-type: none"> 1. Establish Network Leadership 2. Network Collaboration Tools Implemented 3. Network Steering Committee 4. Program Design & Operations Procedures documents and flowcharts 5. Finalized Implementation Plan 	Month 1-3	\$36,466.22	\$0
Task 2: Partnership Development and Contracting Subtask A: Execute agreements with funded Steering Committee partners Subtask B: Negotiate contracts with operators	<ol style="list-style-type: none"> 1. All Inter-Network Agreements Executed 2. Completed & Executed Operator Contracts 3. Outline Contingency Plan 4. Outline Continuity of Operations Plan 	Month 2-5	\$51,291.44	\$0
Task 3: EV Charging Site Selection and Partnerships	<ol style="list-style-type: none"> 1. List of Sites 2. Completed Site Designs 	Month 3-5	\$66,109.31	\$0

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<p>Subtask A: Identify site design parameters and site selection criteria</p> <p>Subtask B: Select sites and negotiate site host agreements</p>	<p>3. Executed Site Agreements</p>			
<p>Task 4: EV Charging Site Construction</p> <p>Subtask A: Vendor solicitation, negotiation and selection</p> <p>Subtask B: Develop construction schedule, prepare drawings and obtain permits</p> <p>Subtask C: Perform site improvements and install EV supply equipment</p>	<p>1. Executed agreements with design/construction firm</p> <p>2. Executed agreement with utilities</p> <p>3. Permits</p> <p>4. Completed Site Improvements:</p> <p style="padding-left: 20px;">a. Level 2 EVSE/sites (approximately 34)</p> <p style="padding-left: 20px;">b. Level 3 EVSE/sites (approximately 8)</p> <p>5. Completed EV Equipment Installation</p>	<p>Month 4-9</p>	<p>\$1,266,161.87</p>	<p>\$58,500.00</p>
<p>Task 5: Car/Bike Acquisition and Installation</p> <p>Subtask A: Purchase vehicles/bicycles</p> <p>Subtask B: Install operator hardware and vehicle branding decals</p> <p>Subtask C: Deploy first phase of cars/bikes</p> <p>Subtask D: Deploy remainder of cars/bikes</p>	<p>1. 42 Fully Operational EVs (34 Tesla Model 3 or Chevy Bolts & 8 Tesla Model X, or electric vehicles with equivalent capacity and utility)</p> <p>2. 200 electric bicycles</p> <p>3. Identification and installation of bicycle docking stations (approximately 300 stations, unless dockless bikes are deployed)</p>	<p>Month 5-9</p>	<p>\$2,588,512.49</p>	<p>\$0</p>
<p>Task 6: Integrated Services Web Platform Development</p> <p>Subtask A: Form team from each operator and identify baseline app approaches</p> <p>Subtask B: Perform customizations and new development</p> <p>Subtask C: Perform Iterative Testing and Bug Fixes</p>	<p>1. Fully Deployed Web Platform</p>	<p>Month 5-9</p>	<p>\$173,539.90</p>	<p>\$0</p>

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Subtask D: Beta test platform and complete development Subtask E: Deploy platform				
Task 7: Mobility Hub Customer Services Center Subtask A: Identify space and sign lease Subtask B: Perform any necessary renovations Determine if permitting is required for renovations Apply for permit if necessary Hire Contractor Monitor renovations/Final Inspection Sign off and Occupy Subtask C: Procure and install related equipment Security system selection Security system installation & configuration Access control established Wireless internet installed Data security measures implemented Procure and Install Customer service software and equipment Subtask D: Provide customer service out of the center	1. Operational customer service facilities (estimated by Month 10) 2. Provide customer service (Month 11-36)	Month 1-36	\$226,333.59	\$0
Task 8: Operations Subtask A: Ongoing carshare and vanpool operations Subtask B: Ongoing Green Raiteros rideshare operations Subtask C: Ongoing Inspiration Transportation rideshare operations Subtask D: Ongoing bikeshare operations	1. Fully operational carshare and vanpool programs 2. Fully operational rideshare programs 3. Fully operational bikeshare programs	Month 10-36	\$2,151,295.05	\$1,974,400.00

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<p>Task 9: Marketing and Outreach</p> <p>Subtask A: Issue invitations to Stakeholder Advisory Committee</p> <p>Subtask B: Hold Stakeholder Advisory Committee #1 (Program Design)</p> <p>Subtask C: Hold Stakeholder Advisory Committee Meeting #2 – Outreach and Marketing</p> <p>Subtask D: Develop branding, marketing collateral and advertising</p> <p>Subtask E: Develop Communications Plan</p> <p>Subtask F: Hire street ambassadors and conduct neighborhood outreach</p> <p>Subtask G: Hold ribbon cutting / launch event</p> <p>Subtask H: Conduct initial advertising campaign</p> <p>Subtask I: Carry out ongoing marketing activities</p> <p>Subtask J: Conduct Stakeholder Advisory Committee Meetings #3, #4, and #5</p>	<ol style="list-style-type: none"> 1. Completed Outreach & Marketing Campaign 2. Established Network of Street Ambassadors 3. Completed Phase I Advertising Campaign 4. Established Public & Community Relations Campaign 	<p>Month 2-36</p>	<p>\$375,150.36</p>	<p>\$230,000.00</p>
<p>Task 10: Program Evaluation and Adjustments</p> <p>Subtask A: Collect operator data and analyze performance</p> <p>Subtask B: Hold Program Evaluation Meetings and issue Adjustment Requests</p>	<ol style="list-style-type: none"> 1. Program Evaluation Memos (Operator Data Evaluation) every 6 months during Years 2 and 3 2. Adjustment Requests (for Program Changes) every 6 months during Years 2 and 3 	<p>Month 16-36</p>	<p>\$125,555.46</p>	<p>\$0</p>
<p>Equipment (entire project)</p>	<p>Task 7: Mobility Hub Customer Services</p> <ol style="list-style-type: none"> 1. Tablets (Customer Service Lobby) 2. Desktop computers & peripherals (Customer Service Lobby) 	<p>Month 1-10</p>	<p>\$73,722.52</p>	<p>\$0</p>

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	3. Printers (Customer Service Lobby) 4. Security and access control (Customer Service Lobby) 5. Wireless infrastructure (Customer Service Lobby) 6. Refillable debit card machine/servicing 7. Multimodal trip information displays 8. Mobile device charging stand			
CCI Project Subtotal			\$7,134,138.21	\$2,262,900.00
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$582,876.00	\$30,000.00
CCI Project Total			\$7,717,014.21	\$2,292,900.00

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CCI Project Name and #: 8 – Annadale Mode Shift		Project Type: Active Transportation		
Lead Entity: Self-Help Enterprises				
Project Description: The project will install approximately 14,070 square feet of sidewalk, approximately 1,196 linear feet of Class II bike lanes, and signage for approximately 1,085 linear feet of Class III bike lanes on East Annadale Avenue between South M.L.K. Jr Boulevard and South Elm Avenue. The project will close a gap of pedestrian path on the street that links an elementary school, community building, health clinic, and current and proposed affordable housing sites. The City of Fresno Department of Public Works will provide long-term operations and maintenance of the improvements. In conjunction, Self-Help Enterprises will use leverage funds to conduct public outreach to educate residents and other community members on the transportation options, and to connect them with existing subsidy programs such as Taxi Scrip and Handy Ride and other City of Fresno Transit programs.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Design of Improvements Subtask A: Meet with City to discuss available right away, class of bike lanes, and design of improvements Subtask B: Develop draft design Subtask C: Review alignment with Clinica Sierra Vista, Mary Ella Brown, TCC Committee and other stakeholders Subtask D: Develop final design	1. Final Design/Construction Documents	March 2018 – Month 1	\$0	\$23,000.00
Task 2: Construction of Improvements Subtask A: Bid Contract for Improvements Subtask B: Enter into construction contract Subtask C: Obtain Encroachment Permit Subtask D: Obtain Bonding and Issue Notice to Proceed Subtask E: Commence Construction	1. Completed sidewalks 2. Class II bike lanes on North and South sides of Annadale Ave. 3. Signage for Class III bike lanes on North and South sides of Annadale Ave. 4. Street lighting	Month 1 – 6	\$311,818.00	\$93,401.00

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Task 3: Community Outreach & Engagement Subtask A: Community Event to educate residents on Annadale Re: transportation options (bike, pedestrian, transit subsidies) Subtask B: Outreach & Education-- Two (2) On-site Meetings at Senior Housing Project or Mary Ella Brown Community Center	1. Three (3) community events targeting single-family, senior housing, and surrounding community	Month 9-18	\$0	\$20,000.00
CCI Project Subtotal			\$311,818.00	\$136,401.00
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$31,182.00	\$13,599.00
CCI Project Total			\$343,000.00	\$150,000.00

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CCI Project Name and #: 9 – Mariposa Plaza		Project Type: Urban Greening		
Lead Entity: City of Fresno				
Project Description: The Mariposa Plaza Activation project refreshes a significant downtown plaza and enhances its connection to the future High Speed Rail station. Renovations will include tree planting, landscaping, installation of permeable paving, and a rainwater capture pavilion. It will maintain its historic use as a place for public speaking and community events. The project adds to these functions by improving the infrastructure for those events and rearranging the relationship between the historic stage and the open audience area. Other improvements such as the addition of public artwork and canopies for shade cement the cultural significance of the area while keeping the plaza flexible for a wide range of public events. The artwork has already been created and selected for this project. The City of Fresno Department of Public Works will provide long-term operations and maintenance of the improvements.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Landscape Design & Placemaking Subtask A: Consultant Selection Subtask B: Preliminary Design & Engineering Subtask C: Public Meetings and Outreach Subtask D: CEQA Completed on 5/3/2017 Subtask E: Construction Bidding & Award	1. Consultant selected to complete design work 2. Construction documents completed 3. Construction contract executed 4. Public meetings and outreach 5. CEQA completion	Month 1-24	\$478,900.00	\$0
Task 2: Construction Subtask A: Begin construction Subtask B: Construction Completed	1. Refresh of Mariposa Urban Plaza complete: <ul style="list-style-type: none"> a. Permeable pavement b. Rainwater capture pavilion: shade structure with rainwater capture elements, signage, and interpretive aids c. Overhead shade canopy d. Furnishings & bench element e. Lighting f. Trees (12) g. Shrubs 	Month 25-48	\$3,192,673.00	\$0

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	h. Irrigation system 2. Long-term tree care and plaza operations and maintenance plan			
CCI Project Subtotal			\$3,671,573.00	\$0
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$187,427.00	\$0
CCI Project Total			\$3,859,000.00	\$0

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CCI Project Name and #: 10 – ERP Green Toddler Park		Project Type: Urban Greening		
Lead Entity: Bethel Temple Church of God in Christ, Inc. dba Early Readers Preschool				
Project Description: The urban green space will provide one of the few publicly-accessible toddler parks in West Fresno at Bethel Temple (1224 Kern Street). This 3,600 square foot park is designed for young children and to reduce greenhouse gas emissions through green, tree-landscaped park space and an energy-efficient restroom. It will enable parents to provide healthy exercise for themselves and their children. The park will be open and freely accessible to the public with unhindered, barrier-free open access all days of the week, every day of the year, from sunrise to sunset. Early Readers Preschool will manage the park and provide long-term operations and maintenance of the trees and park.				
Project Reimbursement Conditions: TCC funding is contingent upon: 1) the Lead Entity's completion of an Exposure Risk Assessment, for which SGC will provide minimum parameters, within the first year of the grant; 2) revision of the project scope to include any project changes or modifications deemed appropriate by the Exposure Risk Assessment, if any; and 3) SGC's approval of project modifications, if any, that SGC requires based on the Exposure Risk Assessment findings.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
The final scope of this project is pending completion of the Exposure Risk Assessment and any required project changes or modifications, as described above. Final project scope will require SGC final approval.			TBD	TBD
CCI Project Total			\$59,140.00	\$0

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CCI Project Name and #: 11 – Southwest Urban Forest Expansion		Project Type: Urban and Community Forestry		
Lead Entity: City of Fresno				
Project Description: This project will plant approximately 295 trees along existing sidewalks, in street medians, park strips, and parks in southwest Fresno. Proposed locations include: Jensen Median from 41 st to MLK (35 trees), Elm Medians from Ventura to Jensen (80 trees), Fruit and Jensen Buffer (150 trees), Tupman Park (15 trees), and Chandler Park (15 trees). The City will partner with a community organization to engage residents in tree planting and education in the park locations, and the partner and the City will provide basic planting education and ensure proper planting procedures to maximize long-term tree health and building urban forestry capacity in the community. The City of Fresno Department of Public Works will provide long-term maintenance on all trees and collaborate with the local Urban Forester as needed.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Complete Readiness Requirements Subtask A: Meet with Regional Urban Forester-City of Fresno staff will meet with Regional Urban Forester prior to beginning work as required by Table D-10 in the TCC guidelines. Subtask B: CEQA completion	1. Regional Urban Forester approval, meeting agenda, sign-in sheets 2. CEQA filing	Month 1	\$405.05	\$0
Task 2: Project Kick Off/Coordination Subtask A: Mobilize a TCC Urban Greening Team and provide training on TCC work plan, budget and objectives. Subtask B: Coordinate community engagement with Tree Fresno for park plantings	1. Kick-off meeting agenda, training materials 2. Community engagement meeting agendas, agreements	Month 2-3	\$16,512.78	\$0
Task 3: Irrigation & Planting Subtask A: Schedule and complete planting and irrigation work for work in the public right-of-way. Locations: Jensen Median from 41 to MLK, Elm Medians from Ventura to Jensen, Fruit and Jensen Bugger, Tupman Park and Chandler Park.	1. Schedule, before and after images, list of trees planted. 2. Volunteer sign-in sheets, photos, flyers	Month 10-28	\$145,243.65	\$0

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Subtask B: Coordinate with non-profit organizations such as Tree Fresno to include volunteers in tree planting at park locations.				
Task 4: Tree Inventory Subtask A: Update City of Fresno tree inventory to include any new trees planted in the public right-of-way.	1. Updated tree inventory 2. Long-term tree maintenance plan	Month 12-30	\$16,834.38	\$0
CCI Project Subtotal			\$178,995.86	\$0
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$33,203.35	\$0
CCI Project Total			\$212,199.21	\$0

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CCI Project Name and #: 12 – Yosemite Village Permaculture Community Garden & Urban Farm Incubator		Project Type: Urban and Community Forestry		
Lead Entity: Fresno Metro Ministry Supporting Entity: Youth Leadership Institute				
Project Description: Fresno Metro Ministry is partnering with the Fresno Housing Authority to develop a resident-led community garden and urban greenspace in Southwest Fresno behind the 69-unit Yosemite Village housing complex (872 West Atchinson Court). The 7-acre site is less than 150 yards from the designated California Avenue BRT corridor. The project will incorporate organic and permaculture techniques including non-mechanical, no-till, no-spray methods that promote carbon sequestration and water conservation. The garden/farm includes native habitat, insectaries, fruit trees, greenhouse, walking path, composting, farm stand, and is available for general Southwest Fresno community use. Garden activities will be integrated with nutrition/cooking skills classes and job training/entrepreneurship opportunities. Farm activities on three (3) half-acre demonstration parcels will also be integrated with the outreach, education, and training programs. The project will establish a Garden Leadership Committee that will manage the garden's operations and maintenance of the garden, and Fresno Metro Ministry will manage the operations and maintenance of the farm plots and greenspace. The Youth Leadership Institute will lead multi-cultural, multi-generational, multi-lingual outreach to residents and community members, to engage the community in the project site's programming. Outreach activities will include permaculture training, canvassing, informational presentations, tabling events, social media, and quarterly focus groups.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Outreach Subtask A: Conduct multi-cultural, multi-generational, and multi-lingual outreach to community residents and community members throughout the TCC project area. Outreach aims to increase the number of residents actively engaging in programming offered at the project site (community gardening, educational and entrepreneurial opportunities, cooking and nutrition classes). Subtask B: YLI will facilitate quarterly input sessions and focus groups to hear youth and community perspectives on the development, programming, and impact of the project.	<ol style="list-style-type: none"> 1. Youth Leadership Institute (YLI) will conduct project training and outreach planning with youth cohort outreach teams 2. YLI youth cohort-led outreach: door to door canvassing to 1,000 unique addresses, 24 informational presentations (8 per year) to reach 200 individuals over 3 years, 18 informational tabling events (6 per year), and social media 3. YLI youth cohort-led quarterly input sessions and focus groups: goal to recruit 20 residents per meeting, incorporate feedback into quarterly report 4. YLI Youth and Adult Partnership training session 	Month 1-36	\$331,100.00	\$6,400.00

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Subtask C: YLI will host a Youth and Adult Partnership training for staff and community-based organizations within the project area.				
Task 2: Development/Production/Education/Training Subtask A: Conduct outreach for the establishment of a community- and resident-based Garden Leadership Committee which will be responsible for garden operations and maintenance Subtask B: Site development, garden construction, and planting	1. Formation of 10-member Garden Leadership Committee <ul style="list-style-type: none"> a. Outreach to populate committee b. Committee protocols: meetings, roles and responsibilities c. Yearly site management and event calendar 2. Completed garden site <ul style="list-style-type: none"> a. Community-informed site development and approval b. Plant trees and shrubs c. Planting workdays with volunteers d. Greenhouse installation e. Plant fruits and vegetables in garden plots 3. Long-term tree maintenance plan	Month 2-36	\$6,400.00	\$427,753.00
CCI Project Subtotal			\$337,500.00	\$434,153.00
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$30,000.00	\$0
CCI Project Total			\$367,500.00	\$434,153.00

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CCI Project Name and #: 13 – Park at MLK Magnet Core		Project Type: Urban Greening		
Lead Entity: City of Fresno				
Project Description: The project will design and construct a new 9.53-acre public park in the center of a planned residential development adjacent to the new West Fresno Satellite Campus (CCI Project #18), on the west side of MLK Jr. Boulevard between Church and Jensen Avenues. The TCC grant will fund the design phase, property acquisition, and park construction which include landscaping of 100 trees, low water use plantings, a walking path, irrigation, restroom, utilities infrastructure, site furnishings, and LED lighting. The City of Fresno Department of Public Works will provide long-term operations and maintenance of the park improvements.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Readiness Requirements Subtask A: Land Acquisition Subtask B: Environmental Update and Rezone Subtask C: Develop a long-term operations and maintenance plan	<ol style="list-style-type: none"> Finalize negotiations and acquire land for project based upon letter of intent from land owner Environmental update and rezone Long-term operations and maintenance plan 	Month 1-3	\$32,881.25	\$0
Task 2: Consultant Selection Subtask A: Request for Qualifications Subtask B: Interviews Subtask C: Council Action	<ol style="list-style-type: none"> Consultant selected to complete design work 	Month 1-8	\$7,920.50	\$0
Task 3: Preliminary Engineering /Design Subtask A: 30% Design Plans Subtask B: Community Input and Engagement Subtask C: 60% Design Plans Subtask D: 90% Design Plans	<ol style="list-style-type: none"> Community input incorporated into Design Plans Construction documents (Engineering and Design Plans) complete 	Month 9-29	\$548,440.00	\$0
Task 3: Complete CEQA	<ol style="list-style-type: none"> Environmental clearance complete 	Month 9-12	\$13,176.00	\$0

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Subtask A: Toxic contamination due diligence Subtask B: Process CEQA update (30% plans)				
Task 4: Right of Way Subtask A: Finalize Right of Way	1. Right of way finalized	Month 16-20	\$515,220.00	\$1,500,000.00
Task 5: Bidding & Award Subtask A: Advertising Subtask B: Construction Contract Award - Council Action	1. Construction contract executed	Month 30-37	\$28,660.00	\$0
Task 6: Construction Subtask A: Permits Subtask B: Begin construction Subtask C: Construction complete	1. Park completed: 100 trees, drought tolerant landscaping, a walking path, irrigation, restroom, utilities infrastructure, site furnishings, and LED lighting. 2. Final Inspection and Notice of Completion 3. Long-term tree care and infrastructure maintenance plan	Month 38-60	\$4,073,219.78	\$0
CCI Project Subtotal			\$5,219,517.53	\$1,500,000.00
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$210,949.00	\$0
CCI Project Total			\$5,430,466.53	\$1,500,000.00

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CCI Project Name and #: 14 – Inside Out Community Garden		Project Type: Urban and Community Forestry		
Lead Entity: Fresno Economic Opportunities Commission				
Supporting Entity: Nia Hodge-Grier/Inside Out Community Garden				
Project Description: The project will build a community garden at Sunset Community Center (1345 West Eden Avenue) that will include site preparation, garden construction and planting, volunteer recruitment, and community engagement on garden maintenance, harvesting, and cooking demonstrations. The Lead Entity and partners will survey the community for produce preferences, plant trees and vegetables with community volunteers, and conduct regular community events teaching proper nutrition and tasting a variety of recipes. The garden will include fruit trees, an ADA accessible planter box, benches, a tool shed, and composting box. The grounds and trees will be maintained long term in accordance with the existing MOU between the City of Fresno and Fresno EOC.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Site Preparation Subtask A: CEQA preparation Subtask B: Regional Urban Forester approval Subtask C: Site control completion	1. CEQA completion 2. Regional Urban Forester approval 3. MOU amendment to extend site control beyond July 2020 to last the entire project duration	Month 1-5	\$7,500.00	\$0
Task 2: Functional Tasks Subtask A: Preparation for planting by purchasing and filling garden boxes with organic soil, and organize non gmo seeds by growth seasons Subtask B: Install drip irrigation to garden boxes that will be used to grow the fruits and vegetables in the garden boxes Subtask C: Purchase trees, shed and composter. Subtask D: Plant trees, and establish area for making compost for fertilizing Subtask E: Determine what kind of vegetables they would like to see grown by holding 3 community meetings, determine whom it will involve and who benefits from the garden. Invite neighbors, tenants,	1. Staff /volunteer and training 2. Prepare and develop the site with 5 fruit trees and ADA accessible garden box that will be ready for seeding and to produce in season fruits and vegetables 3. Garden infrastructure: irrigation, accessible path, ADA accessible garden box, tools and tool shed, 2 benches, compost tumbler and materials 4. Monthly insurance 5. Long-term tree maintenance plan	Month 5-36	\$67,309.00	\$0

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<p>community organizations, gardening and horticultural societies—in other words, anyone who is likely to be interested.</p> <p>Subtask F: Have another meeting with people who feel committed to the creation of the garden and have the time to devote to it, at least at this initial stage. Choose well-organized persons as garden coordinators Form committees of those who will volunteer time to plant and cultivate asset assessment. What skills and resources already exist in the community that can aid in the garden’s creation? Encourage others to participate.</p> <p>Subtask G: Hold another community meeting to assess the number of people that will commit to participating.</p> <p>Subtask H: Introduce Garden guidelines put in writing, Rules, Rights and obligations</p> <p>Subtask I: Prep the seedlings in individual containers to begin sprouting</p> <p>Subtask J: Begin to plant spouted plants as well as fruit and vegetable seeds into soil.</p>				
<p>Task 3: Producing In-Season Fruits & Vegetables and Community Relations</p> <p>Subtask A: Harvest ripe fruit and vegetables after they are ready for harvest.</p> <p>Subtask B: Hold community harvesting events weekly for those that participated in the growth of the garden from start to finish, and teach them how to prepare the food by having cooking demonstrations</p> <p>Subtask C: Show the community how to present their food at farmer’s local markets for profit.</p>	<ol style="list-style-type: none"> 1. Weekly community harvesting events 2. Monthly outreach and community events 3. Social media page 4. Cooking demonstrations (8) 5. Cooking demonstrations materials: printed recipes and materials, utensils, food, ingredients, hygiene supplies, sanitizer 6. Community outreach curriculum 	<p>Month 10-36</p>	<p>\$16,100.00</p>	<p>\$0</p>

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<p>Subtask D: Create social media page to help others stay in touch with one another and days and hours of operation for the garden</p> <p>Subtask E: Assess community for those able to work website allow those in the community to know that the garden exists in the community and is there to benefits the community</p> <p>Subtask F: Hold Monthly outreach and community events to educate and connect with community and other organizations about the benefits of green space. How it helps air quality as well as climate.</p> <p>Subtask G: Educate on the benefits of self-reliance and improving health by growing and eating sustainable food. By introducing recipes that can be prepared from foods grown in the garden.</p>				
CCI Project Subtotal			\$90,909.00	\$0
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$7,091.00	\$0
CCI Project Total			\$98,000.00	\$0

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CCI Project Name and #: 15 – Southwest Fresno Community Food Hub: Community Orchard		Project Type: Urban and Community Forestry		
Lead Entity: Food Commons Fresno				
Project Description: The project will construct a 0.73-acre community orchard and bio swales at a new Southwest Fresno Community Food Hub (southeast corner of Fruit and California Avenues). Food Commons Fresno will plant over 120 citrus, stone fruit, and nut trees and manage the orchard using organic and biodynamic practices. The bio swales will utilize hügelkultur methods using previously removed wood and biomass, which will capture carbon in soil and woody biomass. Community members and an on-site manager will manage the orchard. The project aims to increase orchard management awareness, access to fresh fruit and nuts, access to shade, and recreation and health outcomes through picnic areas, walking paths, and experiential learning opportunities for the community. Food Commons Fresno will manage the long-term operations and maintenance of the community orchard.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Readiness Subtask A: CEQA Subtask B: Permitting Subtask C: Final Design	<ol style="list-style-type: none"> Complete Entitlement Process with the City of Fresno. The process will yield all necessary permits and documents showing the project as CEQA compliant. Final design and site map 	Month 1-3	\$0	\$0
Task 2: Implementation Subtask A: Site Acquisition Subtask B: Confirm Cost Estimate Subtask C: Contract Nursery-Contractor	<ol style="list-style-type: none"> Negotiate & secure title of approximately 2-acre parcel from the Fresno Housing Authority Request & Receive Estimates from three qualified nurseries-contractors Sign materials and services contract 	Month 1-3	\$89,000.00	\$125,000.00
Task 3: Tree Planting, Bioswale & Irrigation System Installation Subtask A: Implementation Plan Subtask B: Supplies and Materials Purchased Subtask C: Site Work	<ol style="list-style-type: none"> Tree & Nursery Contractors create coordinated plan for implementation Orchard planted with over 120 trees Bioswale and irrigation installed 	Month 3-12	\$122,000.00	\$306,655.00
Task 4: Operations	<ol style="list-style-type: none"> Community Orchard Plan 	Month 13-36	\$11,000.00	\$4,600.00

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Subtask A: Develop Community Orchard Plan including community involvement Subtask B: Purchase equipment Subtask C: Organize community members to participate in Community Orchard Subtask D: Begin Community Orchard operation Subtask E: Begin data collection	2. Community contact spreadsheet 3. Operational community orchard with rain water and carbon capture features 4. Long-term tree maintenance plan			
Equipment (entire project)	Task 3: Tree Planting, Bioswale & Irrigation System Installation 1. Small tractor with mower, front loader & filler	Month 3-12	\$20,000	\$0
CCI Project Subtotal			\$242,000.00	\$436,255.00
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$20,500.00	\$0
CCI Project Total			\$262,500.00	\$436,255.00

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CCI Project Name and #: 16 – Southwest Fresno Community Food Hub: Urban Heat Island Mitigation		Project Type: Urban Greening		
Lead Entity: Food Commons Fresno				
Project Description: The project will design a collection basin and a cistern to store rainwater for irrigation use, an entry plaza with permeable surface, and native plant landscaping and shade trees at the new Southwest Fresno Community Food Hub (southeast corner of Fruit and California Avenues). The landscape design and architecture process will balance the planned building (food distribution center and grocery store) and natural environment. The project will plant approximately 50 drought tolerant and low water usage trees, drought tolerant landscaping, a collection basin to recharge the well(s) on the property and underlying aquifer, and a cistern to reduce the need for well water. The project aims to provide a comfortable environment for public events such as seasonal community markets, while reducing the heat island effect, capturing water runoff, and increasing the future building's energy efficiency. Food Commons Fresno will manage the long-term operations and maintenance of the landscaping and storm water reduction improvements.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Readiness Subtask A: Finalize Plant Pallet for Site Subtask B: CEQA Subtask C: Permitting	1. Hire or consult with Certified Arborist on appropriate plants-tree for streetscapes and building foundation areas (approximately 50 trees) 2. Complete Entitlement Process with the City of Fresno. The process will yield all necessary permits and documents showing the project as CEQA compliant.	Month 1-3	\$0	\$0
Task 2: Site Design Subtask A: Hire Landscape Architect and Irrigation Designer Subtask B: Site Plans Developed & Permitted	1. Consultants-Contractors Hired 2. Plans for landscape, streetscape, and irrigation system completed	Month 1-5	\$53,000.00	\$0
Task 3: Construction Subtask A: Materials Purchased and Delivered Subtask B: Installation of landscaping and heat island mitigation measures	1. All supplies, materials and plants-trees purchased and delivered 2. All supplies, materials, systems and plants-trees installed (50 trees and native landscaping, permeable surfaces, collection basin, cistern)	Month 5-9	\$0	\$70,500.00

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	3. Long-term tree care and infrastructure maintenance plan			
CCI Project Subtotal			\$53,000.00	\$70,500.00
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$9,220.00	\$0
CCI Project Total			\$62,220.00	\$70,500.00

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CCI Project Name and #: 17 – Southwest Fresno Community Food Hub: Edible Food Rescue and Distribution		Project Type: Food Waste Prevention and Rescue		
Lead Entity: Food Commons Fresno				
Project Description: The project will create an ugly fruit program and expand a food waste prevention and rescue program to reduce off-farm edible food waste. Food Commons Fresno will expand its transportation, storage, sorting, and processing capabilities to distribute edible food waste (currently being landfilled or composted) to food pantries, food kitchens, and community organizations. The sorted and processed foods will be directed through existing Ooooby CSA and Wholesale businesses, along with hunger related programs. During the first year of the grant, the project will expand its food waste diversion operations at its existing site; once the food hub site is acquired and prepared after the first year of the grant, the operations will relocate and further expand at the new Southwest Community Food Hub (southeast corner of Fruit and California Avenues). The project will create new quality jobs and increase access to fresh local food within Southwest Fresno. The project will also conduct seasonal community markets at the new California and Fruit site to enhance access to fresh, local and healthy food. Food Commons Fresno will manage the long-term operations and maintenance of the new food distribution site.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Readiness Subtask A: CEQA Subtask B: Permitting	1. Complete Entitlement Process with the City of Fresno. The process will yield all necessary permits and documents showing the project as CEQA compliant.	Month 1-3	\$0	\$0
Task 2: Facility Construction & System Design Subtask A: Conceptual Design Subtask B: Select Site California & Fruit Subtask C: Site Due Diligence Subtask D: Schematic Design & Community Charettes Subtask E: Begin Entitlement Process Subtask F: Exercise Site Purchase Option Subtask G: Select Design Team Subtask H: Develop Bid Package	1. Conceptual Design package including: building program, site plan and conceptual rendering 2. Executed Purchase Agreement 3. Property Report; determine site metes & bounds, determine if PAOC's require remediation or further testing; take remediation actions if needed 4. Develop building project schematic designs and receive community input on the programmatic, operational and design elements of the building and site	Aug 2017 – Month 12	\$187,202.00	\$262,480.80

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<p>Subtask I Secure Building Permits Subtask J Underground & Site Prep Subtask K: Foundation Subtask L Framing Subtask M: Distribution Center</p>	<ol style="list-style-type: none"> 5. Entitlement process complete including CEQA, Urban Water Management, Groundwater Management and Water Metering Compliance 6. Site acquisition 7. Contract for Architecture & Engineering services 8. Approved Construction Documents 9. Underground building inspector approval 10. Foundation building inspector approval 11. Framing building inspector approval 12. Safe to occupy building inspector approval 			
<p>Task 3: Design & Installation of Food Waste Rescue & Diversion Program</p> <p>Subtask A: Develop program for rescuing and preventing Food Waste for Existing & New Distribution Centers and Existing Kitchen Subtask B: Purchase non-site bound Food Waste Prevention & Rescue Equipment Subtask C: Purchase site bound Food Waste Prevention and Rescue equipment Subtask D: Hire Personnel to Implement Food Waste Rescue Program Subtask E: Develop relationships with hunger programs to distribute rescued food; create recipes and market channels for further processed rescued food</p>	<ol style="list-style-type: none"> 1. Program developed and implemented 2. Expanded fleet & ugly fruit program 3. Installed equipment 4. Develop relationships, recipes and market channels 5. Updated material flow charts and feedstock certifications, if applicable 	<p>Month 4-18</p>	<p>\$851,788.00</p>	<p>\$1,799,885.00</p>
<p>Task 4: Operations</p>	<ol style="list-style-type: none"> 1. Food waste recovery started 	<p>Month 4-36</p>	<p>\$209,040.00</p>	<p>\$0</p>

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<p>Subtask A: Begin food waste recovery at Existing Distribution Center and Kitchen</p> <p>Subtask B: Relocate or Co-locate with Distribution Center at new SW Fresno facility</p> <p>Subtask C: Continue Food Waste Prevention & Rescue for Existing Distribution, New Distribution Center and Existing Kitchen</p>	<p>2. Operational program diverting edible food waste to kitchen for processing (Month 13-36)</p> <p>3. Sales of rescued whole vegetable-fruits and value-added products through Ooooby and Wholesale channels (Month 13-36)</p>			
<p>Equipment (entire project)</p>	<p>Task 3: Design & Installation of Food Waste Rescue & Diversion Program</p> <p>1. Refrigerated van</p> <p>2. Sorting lines</p> <p>3. Scales</p>	<p>Month 1-3</p>	<p>\$44,000.00</p>	<p>\$0</p>
CCI Project Subtotal			<p>\$1,292,030.00</p>	<p>\$2,062,365.80</p>
Grant Administration	<p>Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding</p>	<p>Grant Term</p>	<p>\$196,250.00</p>	<p>\$0</p>
CCI Project Total			<p>\$1,488,280.00</p>	<p>\$2,062,365.80</p>

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CCI Project Name and #: 18 – Fresno City College: West Fresno Satellite Campus		Project Type: Urban Greening		
Lead Entity: State Center Community College District				
Project Description: The project will develop a satellite campus in West Fresno (Church Avenue between Walnut Avenue and MLK Jr. Boulevard) with a park-like setting with large areas of urban greening: new bicycle and pedestrian paths connected to the neighborhood’s active transportation plan (approximately 1 mile each), planting over 450 trees to maximize shading around buildings and pathways, landscaping with drought resistant plants, outdoor study spaces, and green infrastructure for storm water retention and groundwater recharge (bio-swales and permeable paving). The new campus will provide residents with workforce training and educational pathways and will offer technical certificates and degree programs leading to both traditional and “green economy” employment outcomes and increased community health benefits. The new satellite campus will also promote entrepreneurship to transform the region and serve as a Magnet Core to catalyze improvements in the overall environmental health of the region. Fresno City College will provide long-term operations and maintenance of the campus urban greening improvements.				
Project Reimbursement Conditions: TCC funding for the water feature under Task 6 is contingent upon the feature having a storm water capture and/or water conservation function; not only an aesthetic and educational purpose. No reimbursement will be approved for the water feature until SGC approves the final design. TCC funding for the heritage trees under Task 6 is contingent upon the trees being new trees from farms or nurseries, not trees relocated from the wilderness or other locations that would cause environmental disturbance. If this condition cannot be met, the Lead Entity may request a modification to plant smaller trees in a larger quantity.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Complete Readiness Requirements Subtask A: Design sitework, landscape, grant eligible components. Subtask B: Submit plans and obtain DSA approval for sitework. Subtask C: Plant Palette Certification	<ol style="list-style-type: none"> 1. Develop construction docs for sitework for Division of State Architect (DSA) submission 2. Submit and obtain DSA approval for urban greening project components 3. Submit Certified Plant Palette 	Month 1-12	\$1,141,882.00	\$0
Task 2: Storm water projects and permeable paving Subtask A: Multi-objective storm water projects: All paving (including pedestrian and bicycle paths) to include permeable surfaces. Provision of retention basins, treatment of storm water and construction of bio-swales.	<ol style="list-style-type: none"> 1. Construction of earthwork for retention basins and bio-swales, and construction of bio-swales (approximately 262,000 square feet) 2. Complete inspections and testing 	Month 12-30	\$1,724,597.50	\$0

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<p>Task 3: Greening of lands, urban forests</p> <p>Subtask A: Provide drought resistant landscaping using species that are native to the local environment. Include new drought tolerant trees to provide an urban forest.</p>	<ol style="list-style-type: none"> 1. Construction and planting of drought tolerant landscaping (approximately 700,000 square feet total) 2. Planting approximately 450 drought tolerant trees 3. Complete inspections and testing 4. Long-term tree maintenance plan 	<p>Month 12-30</p>	<p>\$5,155,312.50</p>	<p>\$0</p>
<p>Task 4: Construct pedestrian friendly pathways to and through campus, connecting home/work/school</p> <p>Subtask A: Construct pedestrian pathways to and through campus. Promoting walking to work school and home. The campus is strategically situated to connect a junior high school to the east, residential and commercial to the south.</p>	<ol style="list-style-type: none"> 1. Construction of approximately 1 mile of pedestrian pathways with permeable surface for groundwater recharge (approximately 75,000 square feet) 2. Install approximately 100 pedestrian path lighting 3. Complete inspections and testing 	<p>Month 12-30</p>	<p>\$2,009,250.00</p>	<p>\$0</p>
<p>Task 5: Construct bicycle pathways to and through campus, connecting home/work/school</p> <p>Subtask A: Construct bicycle pathways to and through campus. Promoting biking to work school and home. The campus is strategically situated to connect a junior high school to the east, residential and commercial to the south.</p>	<ol style="list-style-type: none"> 1. Construction of approximately 1 mile of bicycle pathways with permeable surface for groundwater recharge 2. Install approximately 100 bicycle path lighting 3. Complete inspections and testing 	<p>Month 12-30</p>	<p>\$2,199,600.00</p>	<p>\$0</p>
<p>Task 6: Greening of Public Lands: Create student study parks with landscape, gazebos, and permeable paving</p> <p>Subtask A: Construct student study parks and plaza with landscaping, educational signage, shade gazebos, park furniture, and permeable</p>	<ol style="list-style-type: none"> 1. Construction of student study parks with permeable paving and approximately 5 shade gazebos 2. Construction of plaza with permeable paving and plaza 	<p>Month 12-30</p>	<p>\$2,493,818.30</p>	<p>\$0</p>

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<p>paving to encourage students and campus guests to get outside and enjoy nature.</p> <p>Subtask B: Install park furniture, educational signage</p> <p>Subtask C: Install water feature for education about bio-swales/riparian habitat and water conservation.</p> <p>Subtask D: Install 40 Heritage trees along main entrance, student plaza and gathering areas for Phase 1 buildout.</p>	<ol style="list-style-type: none"> 3. Install park furniture and amenities: tables, benches at plaza and study parks 4. Install exercise equipment along pedestrian paths 5. Install educational monument signs for biological studies on plants and riparian habitat 6. Install central water feature in the plaza with storm water capture and/or water conservation function, and additionally with educational and aesthetic functions. SGC will approve the water feature's eligibility during final design. 7. Install 40 heritage trees along main entrance, student plaza, and gathering areas. Trees must be new trees from farms or nurseries, not relocated from the wilderness or other locations that would cause environmental disturbance. 8. Complete inspections and testing 9. Long-term tree maintenance plan 			
<p>Task 7: Wayfinder signage & amenities around for pedestrian and bicycle paths</p> <p>Subtask A: Install wayfinding and educational signage, park furniture and exercise stations along pedestrian and bicycle paths.</p>	<ol style="list-style-type: none"> 1. Install wayfinding signage for pedestrian and bicycle paths (approximately 20 medium and 5 large size signs) 2. Install approximately 30 park style benches at parkettes 3. Install 2 education monument signs for storm water retention systems 4. Install 10 waste receptacles along pedestrian paths 	<p>Month 12-30</p>	<p>\$314,399.39</p>	<p>\$0</p>

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	5. Complete inspections and testing			
Task 8: Construct new campus buildings and associated parking (Phase 1 & 2)	1. Complete DSA approval of building design 2. Construction of 2 new campus buildings and associated parking, and offsite work (leverage only task)	Month 1-18 Month 18-60	\$0	\$70,000,000.00
CCI Project Subtotal			\$15,038,859.69	\$70,000,000.00
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$1,503,885.97	\$0
CCI Project Total			\$16,542,745.66	\$70,000,000.00

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Budget and Schedule of Deliverables for Non-CCI Projects

Non-CCI Project #: 19 – Chinatown Property Based Improvement District		Lead Entity: City of Fresno	
Project Description: Plan to set up a Property Based Improvement District (PBID) in Chinatown to complement the TCC infrastructure and housing projects in Chinatown. The project will fund a PBID feasibility study to identify and assess property owners in Chinatown, set up a framework for the PBID District Formation, and create a draft Management District Plan. Project goal is the formation of a Chinatown PBID District through a public hearing and ballot process.			
Task	Deliverable(s)	Timeline	Leverage Funds
Task 1: PBID Feasibility Subtask A: Hire Consultant Subtask B: Consultant to identify property owners in district Subtask C: Outreach efforts to educate property owners and stakeholder regarding the proposed district Subtask D: Create and finalize findings report with PBID recommendations	1. Identify roles of all parties 2. Setup framework for PBID formation 3. Asses service priorities and support level 4. Provide recommendations on PBID feasibility	July 2018 – Dec 2018	\$35,000.00
Task 2: PBID Formation Subtask A: Project Initiation Subtask B: Outreach efforts to educate property owners Subtask C: Draft Management District Plan Subtask D: Petition Preparation Subtask E: Council Hearings and Ballot	1. Formation of proposed Chinatown PBID District pending the results of the feasibility study.	Feb 2019 – Nov 2019	\$40,000.00
Non-CCI Project Total			\$75,000.00

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Non-CCI Project #: 20 – EOC Partnership for Energy Savings and GHG Reductions in Southwest Fresno: EFMP Plus-Up Vehicle Replacement and Incentives		Lead Entity: Fresno Economic Opportunities Commission Supporting Entity: Valley Clean Air Now (Valley CAN)	
Project Description: Fresno EOC will identify approximately 135 households that may qualify for the EFMP Plus-Up program through the TCC-funded CCI Project #2. Valley CAN will assess the qualifications of the households to participate in the EFMP Plus-Up program and will provide approximately 50 vehicle replacements, 20 home charging stations, 10 home service panel upgrades, and 40 PG&E Clean Fuel Rebate Program Incentives.			
Task	Deliverable(s)	Timeline	Leverage Funds
Task 1: Obtain Electric Vehicles Subtask A: Identify, Educate, and Refer Clients to Valley CAN Subtask B: Purchase, Lease, and Obtain Electric Vehicles Subtask C: Upgrade Home for Charging and Solar PV	<ol style="list-style-type: none"> 1. Fresno EOC will identify and refer qualified solar candidates to Valley CAN (approximately 135 households) 2. Up to 50 electric vehicle upgrades, including securing permits 3. 20 charging stations installations 4. 40 enrollments in the PG&E Clean Fuel Rebate Program 5. 10 electrical panel upgrades 	Month 1-12	\$530,000.00
Non-CCI Project Total			\$530,000.00

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Non-CCI Project #: 21 – TCC Connector		Lead Entity: City of Fresno Department of Transportation	
Project Description: The City of Fresno Department of Transportation will increase transit frequencies from 30 minutes to 15 minutes on Route 38 from Downtown to Jensen and Cedar. A portion of this service improvement will be located within the TCC Project Area. The service improvements within the Project Area will require the purchase of two (2) 40-foot electric buses and the construction of an electric charging station.			
Task	Deliverable(s)	Timeline	Leverage Funds
Task 1: TCC Connector: Service Improvements Subtask A: Begin Recruitment of Additional Operators Subtask B: Hire Operators Subtask C: Train Operators Subtask D: Complete Route Schedule Subtask E: Conduct Operator Signup Subtask F: Begin Service	1. Increase service on Route 38 from Downtown to Jensen and Cedar from 30 to 15 minute frequencies.	Dec 2019 – Apr 2020	\$532,774.00
Task 2: Equipment: Electric Buses Subtask A: Begin Bus Procurement Subtask B: Award Contract Subtask C: Buses Delivered Subtask D: Buses Inspected/Tested for Service Subtask E: Contract Complete	1. Procurement of two 40-foot electric buses	June 2018 – Apr 2020	\$1,900,000.00
Task 3: Infrastructure: Electric Charging Station Subtask A: Procure Design Firm Subtask B: Begin PS&E Subtask C: RFP Construction	1. Construction of an electric charging station to support the deployment of electric vehicles.	Jan 2018 – Apr 2020	\$1,100,000.00

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Subtask D: Begin Construction			
Subtask E: Construction Complete			
Non-CCI Project Total			\$3,532,774.00

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Non-CCI Project #: 22 – Southwest Offsite Improvements		Lead Entity: City of Fresno	
Project Description: The project will install active transportation infrastructure including trails, sidewalks, and bike lanes as well as underground power lines, and make water utility and roadway improvements around the new Fresno City College: West Fresno Satellite Campus (CCI Project #18). The boundaries of the project are MLK Jr. Boulevard, Church, Jensen and Walnut Avenues. These improvements will support multimodal travel in the neighborhood and access to the new community college campus.			
Task	Deliverable(s)	Timeline	Leverage Funds
Task 1: Funding Subtask A: Fresno Council of Governments CMAQ Funding Award Subtask B: Project programmed into FTIP Subtask C: Submit Request for Authorization of Preliminary Engineering to Caltrans Subtask D: Receive Preliminary Engineering Authorization (E76) from Caltrans	1. FCOG Policy Board Meeting Minutes 2. FTIP 3. Request for Authorization 4. Documents	May 2018 – Jan 2019	\$13,328.00
Task 2: Consultant Selection Subtask A: Request for Qualifications Subtask B: Interviews Subtask C: Council Action	1. RFQ documents 2. Interview materials, notes 3. Consultant selected to complete design work	Feb 2019 – May 2019	\$14,680.00
Task 3: Preliminary Engineering/Design Subtask A: 30% Design Plans, Specifications & Estimates Subtask B: Community Input and Engagement Subtask C: 60% Design Plans, Specifications & Estimates Subtask D: 90% Design Plans, Specifications & Estimates Subtask E: 100% Design Plans, Specifications & Estimates	1. Plans, specifications and estimates complete 2. Agenda, meeting notes, images	June 2019 – Oct 2020	\$987,880.00

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<p>Task 4: Construction Bidding & Award</p> <p>Subtask A: Request Construction Allocation</p> <p>Subtask B: Advertising</p> <p>Subtask C: Receive Bids</p> <p>Subtask D: Identify Responsive & Reasonable Bidder</p> <p>Subtask E: Construction Contract Award - Council Action</p> <p>Subtask F: Construction Contract Executed</p>	<ol style="list-style-type: none"> 1. Construction funding allocated 2. Advertisement 3. Bid Package(s) 4. City Council Agenda/Minutes 5. Construction Contract 	<p>Oct 2020 – May 2021</p>	<p>\$45,400.00</p>
<p>Task 5: Construction & Powerline Underground</p> <p>Subtask A: Update Five Year Underground Utility District Plan</p> <p>Subtask B: Begin construction</p> <p>Subtask C: Construction Complete</p> <p>Subtask D: Final Inspection</p> <p>Subtask E: Initiate Close Out Process</p> <p>Subtask F: Coordinate with PG&E</p>	<ol style="list-style-type: none"> 1. Revised schedule, Council Action (Jan 2018) 2. Offsites completed; Final Inspection and Notice of Completion (Sept 2020 – May 2021) 3. Infrastructure Completed 4. Inspection Report 5. Final Invoice Package 6. Achievement of project milestones 	<p>May 2021 – June 2023</p>	<p>\$14,643,360.00</p>
<p>Task 6: Project Management</p> <p>Subtask A: Project Management</p> <p>Subtask B: Data Collection for Evaluation (Indicator Tracking Plan)</p> <p>Subtask C: Grant Administration</p>	<ol style="list-style-type: none"> 1. Achievement of project milestones 2. Data (indicator tracking plan, project evaluation) 3. MOU 4. Reporting and Invoicing 5. Compliance/Performance Process 6. Project Closeout 	<p>Jan 2019 – Dec 2023</p>	<p>\$28,000.00</p>
Non-CCI Project Total			<p>\$15,732,648.00</p>

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Budget and Schedule of Deliverables for Transformative Plans

Community Engagement Plan (1 of 2)		Lead Entity: City of Fresno		
Plan Description: <i>The Community Engagement Plan will be finalized during the first quarter of the grant term, in order to comply with all TCC Program Guidelines requirements.</i>				
Project Reimbursement Conditions: The Lead Entity must submit a revised work plan and budget, and complete the revision of the Community Engagement Plan according to the criteria described below. No reimbursement will be approved for plan development until SGC approves the revised work plan and budget; no reimbursement will be approved for plan implementation until SGC approves the revised Community Engagement Plan. If the Community Engagement Plan is not complete and approved by SGC on Month 4, the entire TCC Plan may be subject to a stop work order.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Work Plan and Budget	<ol style="list-style-type: none"> 1. Submit revised work plan and budget for completing the Community Engagement Plan. 2. SGC must approve the revised work plan. 	By the end of Week 2	\$0	\$0
Task 2: Plan Development by the City of Fresno	<ol style="list-style-type: none"> 1. City of Fresno will lead the revision of the Community Engagement Plan in coordination with technical assistance as provided by SGC. Plan development must include, at a minimum, a community engagement process that informs the design of the plan: 30-45-day period for public review and written comments, and a minimum of one public workshop. 2. Contents of the plan must describe all mechanisms for public participation in TCC implementation process. 3. Community Engagement Plan must meet all TCC Program Guidelines requirements in order to be approved by SGC. 	Month 1-3	\$44,554.15	TBD

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Task 3: Plan Implementation	Implementation of approved Community Engagement Plan. The final scope will be pending approval by SGC.	Month 4-60	\$846,528.85	TBD
Community Engagement Plan Total			\$891,083.00	\$763,152.00

Community Engagement Plan (2 of 2): Southwest Green Trails Project	Lead Entity: US Green Building Council – Central California
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Plan Description:
The project will include a bicycle trail design outreach process and a bicycle education program:

- An outreach process will engage residents and stakeholders in the planning of the Southwest Fresno Trail project (CCI Project #5) to provide input and valuable feedback into the Fanning Ditch Bike Trail. USGBC-CC and Urban Diversity Design will collaborate with appropriate city and planning and engineering consultants and stakeholders to ensure resident and stakeholder input in the planning process. The outreach process aims to build engagement around the new bike trail that will increase connectivity in Southwest Fresno and between TCC projects, the Yosemite Village Permaculture Garden (CCI Project #12) and the Southwest Fresno Community Food Hub (CCI Projects #15, 16, 17).
- A bicycle education program will prepare the transition to more active transportation usage in Southwest Fresno by educating and engaging active transportation users, and raising bicycle safety awareness among the general population. The program aims to increase rider safety and usage of existing bicycle facilities by promoting safe driving practices, encouraging bicycle usage, sharing information about current and future infrastructure (including TCC trail projects), and providing opportunities to promote current and future connectivity in Southwest Fresno.

Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Southwest Green Trails – Bicycle Trail Design Outreach				
Task 1: Outreach to Stakeholders	1. Stakeholder list	Month 21-24	\$15,610.00	\$0
Subtask A: Development of Stakeholder List	2. Target dates and team tasks			
Subtask B: Coordinate target dates and team tasks	3. Attendees of stakeholder meetings			
Subtask C: Outreach to Stakeholder List	4. Stakeholder input into Fanning Ditch Bike Trail			
Subtask D: 2-3 Stakeholder Meetings				
Task 2: Tactical Urbanism	1. Team development of tactical urbanism program	Month 23-27	\$16,725.00	\$0
Subtask A: Organize and coordinate tactical urbanism collaborators, advocacy groups and schools	2. Concept for tactical urbanism			
Subtask B: Develop concept for tactical urbanism	3. Input from community			
	4. Tactical urbanism event/installation			

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Subtask C: Outreach to Community Subtask D: Execute tactical urbanism with help of community				
Task 3: Community Meeting Subtask A: Advertisement through different institutions, school districts, media outlets etc. Subtask B: Prepare outreach strategy, community meeting program Subtask C: Prepare Presentation Materials Subtask D: Coordinate translations to Spanish and Hmong Subtask E: Communication and follow up with stakeholders to make sure their help to spread the word Subtask F: Assist to gather community feedback and summary notes during the meeting	1. Advertisement 2. Outreach Strategy, Meeting program 3. Presentation Materials 4. Translated Documents 5. Attendees of Community Meeting 6. Feedback and Notes from Community Meeting, Marked Maps	Month 25-27	\$17,635.00	\$0
Southwest Green Trails – Bicycle Education				
Task 4: Bicycle Education Workshops <i>Work plan for six (6) bicycle education workshops:</i> Subtask A: Outreach to stakeholders, trainers, and community participants Subtask B: Development of Program, Locations and Times Subtask C: Outreach to community participants Subtask D: Bicycle Education Workshop Subtask E: Review Workshop and Adjust for Next Time	1. 6 bicycle education workshops: bicycle use, rider safety, current and future bicycle infrastructure in the TCC Project Area, and opportunities to promote future connectivity 2. Attendees of each workshop 3. Workshop feedback incorporated into subsequent bicycle education workshops	Month 1-20	\$47,975.00	\$0
Task 5: Bike to School Day	1. Stakeholder outreach	Month 13-17	\$28,000.00	\$0

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Subtask A: Outreach to Stakeholders	2. PSA TV campaign			
Subtask B: Development of PSA video	3. Program and marketing materials			
Subtask B: Development of Program and Marketing Materials	4. Attendees and awareness of Bike to School Day event			
Subtask C: Marketing of Bike to School Day				
Grant Administration	Grant Administration activities (including indicator tracking) per the grant agreement and the Memorandum of Understanding	Grant Term	\$12,595.00	\$0
Community Engagement Plan Total			\$138,540.00	\$0

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Workforce Development Plan (1 of 2) – Plan Development		Lead Entity: City of Fresno Partners: Workforce Investment Board; Youth Action Project, Inc.		
Plan Description: <i>The Workforce Development Plan will be finalized during the first quarter of the grant term, in order to comply with all TCC Program Guidelines requirements.</i>				
Project Reimbursement Conditions: The Lead Entity must submit a revised work plan and budget, and complete the revision of the Workforce Development Plan according to the criteria described below. No reimbursement will be approved for plan development until SGC approves the revised work plan and budget.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
Task 1: Work Plan and Budget	<ol style="list-style-type: none"> 1. City of Fresno and partners shall coordinate with SGC to develop and submit a revised work plan and budget for completing the Workforce Development Plan. 2. SGC must approve the revised work plan. 	By the end of Week 2	\$0	\$0
Task 2: Plan Development by the City of Fresno, Workforce Investment Board, and Youth Action Project, Inc.	<ol style="list-style-type: none"> 1. The Workforce Investment Board and Youth Action Project, Inc. shall coordinate with the City of Fresno, SGC staff, and technical assistance contractors provided by SGC to develop the Workforce Development Plan, including detailed scopes of work and project budgets for each Workforce Development project. 2. The City of Fresno shall submit the Workforce Development Plan to SGC for approval. 3. Workforce Development Plan must meet all TCC Program Guidelines requirements in order to be approved by SGC. 	Month 1-3	\$160,496.60	\$0
Workforce Development Plan Development Total			\$160,496.60	\$0

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Workforce Development Plan (2 of 2) – Plan Implementation		Lead Entities: Workforce Investment Board; Youth Action Project, Inc.		
Plan Description: <i>Implement approved Workforce Development Plan.</i>				
Project Reimbursement Conditions The Lead Entity must submit a revised work plan and budget, and complete the revision of the Workforce Development Plan according to the criteria described above. No reimbursement will be approved for plan implementation until SGC approves the revised Workforce Development Plan.				
Task	Deliverable(s)	Timeline	Grant Funds	Leverage Funds
The final scope of the Workforce Development Plan is pending completion of the Plan Development phase and approval of the scope within the first quarter of the grant term, as described above.		Month 4-60	\$3,049,435.40	\$20,000
Workforce Development Plan Total			\$3,049,435.40	\$20,000

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Displacement Avoidance Plan		Lead Entity: City of Fresno	
Plan Description: <i>The Displacement Avoidance Plan will be finalized during the first quarter of the grant term, in order to comply with all TCC Program Guidelines requirements.</i>			
Project Reimbursement Conditions: The Lead Entity must submit a revised work plan and budget, and complete the revision of the Displacement Avoidance Plan according to the criteria described below. If the Displacement Avoidance Plan is not complete and approved by SGC on Month 4, the entire TCC Plan may be subject to a stop work order.			
Task	Deliverable(s)	Timeline	Leverage Funds
Task 1: Work Plan and Budget	<ol style="list-style-type: none"> 1. Submit revised work plan and budget for completing the Displacement Avoidance Plan. 2. SGC must approve the revised work plan. 	By the end of Week 2	\$0
Task 2: Plan Development by the City of Fresno	<ol style="list-style-type: none"> 1. City of Fresno will lead the revision of the Displacement Avoidance Plan in coordination with technical assistance as provided by SGC. Plan development must include, at a minimum, a community engagement process that informs the design of the plan: 30-45-day period for public review and written comments, and a minimum of one public workshop. 2. Thorough analysis of displacement vulnerability of both existing residents and small businesses within the TCC Project Area 3. Revised policies and programs to address the identified vulnerability of existing residents and small businesses within the TCC Project Area 4. Displacement Avoidance Taskforce structure and membership 5. Displacement Avoidance Plan must meet all TCC Program Guidelines requirements in order to be approved by SGC. 	Month 1-3	TBD
Task 3: Plan Implementation	Implementation of approved Displacement Avoidance Plan. The final scope will be pending approval by SGC.	Month 4-60	TBD
Displacement Avoidance Plan Total			\$60,500.00

EXHIBIT C – SPECIAL TERMS AND CONDITIONS

PART 1 – Transformative Plans

A. Community Engagement

Grantee is required by AB 2722 to ensure meaningful community engagement of the TCC Project area residents and key stakeholders in all phases of implementation;

Grantee will conduct and oversee community engagement for the entirety of the TCC Project;

Grantee will report to SGC on community engagement related activities; and,

Grantee will develop a process to collect and address complaints or concerns related to TCC Project implementation.

B. Displacement Avoidance

Grantee is required by AB 2722 to implement strategies to reduce economic displacement risk within the TCC Project area;

Grantee will pursue strategies during grant implementation that will prevent against the displacement of existing households in the TCC Project area;

Grantee will pursue strategies during grant implementation that will prevent against the displacement of existing small businesses in the TCC Project area; and

Grantee will report to SGC on key milestones related to the adoption and implementation of the displacement avoidance policies annually; and

Grantee certifies that no relocation will take place beyond that which was included in submitted relocation plan.

C. Workforce Development

The TCC Program Guidelines require Grantee to establish goals for workforce training, employment, and local business expansion for the TCC Project area;

Grantee will conduct or oversee workforce development activities for the entirety of the TCC Project; and,

Grantee will report to SGC on workforce development related activities.

D. Indicator Tracking and Reporting Requirements

Grantee is required by AB 2722 to track and monitor greenhouse gas (GHG) reductions, co-benefits, and outcome indicators;

Grantee may be required to re-estimate GHG emission reductions for each California Climate Investment (CCI) funded project using California Air Resources Board's (CARB) Greenhouse Gas Quantification Methodology for the Strategic Growth Council Transformative Climate Communities Program for Fiscal Year 2016-17;

Grantee will indicate how each CCI and non-CCI Project satisfies criteria for being located within and benefitting disadvantaged and low-income communities and/or low-income households using the criteria specified, per the project type, in the Benefit Criteria Tables available at www.arb.ca.gov/cci-resources;

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Grantee will track and report indicators on an annual basis, at the point when the projects become operational, and at project closeout. Outcome reporting will be required until the end of the performance period. Reporting templates and Co-Benefit indicators are posted on the CARB CCI Quantification, Benefits, and Reporting Materials webpage and CCI Co-benefit Assessment Methodology webpage, respectively; and,

Grantee will be required to share information on project outcomes per CARB requirements including job benefits. Grantee and partners are required to report information on employment outcomes from awarded projects that provide jobs or job training. The requested data includes information on the quantity and quality of jobs, including wages and credentials provided through training programs. This information may be readily available for projects where funding recipients are already tracking employment data using standardized methods (e.g., certified payroll systems).

Grantee is required to track each indicator specified in the Indicator Tracking Tables (Attachment E-4), organized by CCI Project and Transformative Plan type. The following terms apply to Grantee's tracking and reporting process.

Purpose: The information reported by Grantee will be used by the Evaluator (Evaluation Technical Assistance) to help Grantee complete reporting forms as required by the California Air Resources Board. The Evaluator may use the information to help assess TCC site progress and results, with highlights that could be shared broadly with TCC stakeholders and interested parties.

Data source: Grantee must track the indicators listed in Attachment E-4 using their direct access to the data needed to measure these indicators. In the tables, specific types of project documentation are suggested for tracking each indicator.

Frequency: Grantee must continuously track (as relevant) the indicators and report on them annually to the Evaluator and the Strategic Growth Council. Prior to project completion, Grantee will report on progress, such as "X number of housing units are in the X stage of development." Upon project completion, Grantee will report a final number.

Collaboration: Grantee must also help the Evaluator track additional indicators to complete their evaluations. These additional indicators will be determined during project implementation. For example, the Evaluator will design surveys with feedback from Grantee; then Grantee--through TCC project activities--may have the opportunity to distribute surveys to community members, and the Evaluator will analyze the survey results. The evaluators will work with grantees to stay within the budgeted time and resources for tracking indicators agreed upon signing the contract throughout the grant term and performance period.

Reporting protocols: The Evaluator will provide Grantee with guidance on reporting protocols and will also provide reporting templates for Grantee's use.

Designated liaison: Grantee and any Lead Entity should designate a point-of-contact who can liaise with the Evaluator to fulfill the tracking and reporting requirements. The Evaluator may also request to speak with staff from co-applicant entities, as applicable, to inform the program evaluation. Grantee will assist in facilitating avenues for direct communication between the co-applicants and the Evaluator if requested (i.e., providing contact information when necessary).

Site-specific and additional details: The Evaluator may provide Grantee with a list of additional site-specific indicators to track if the projects or plans in these sites require indicators that deviate from or expand upon those detailed in Attachment E-4. The Evaluator will also provide a list of required inputs to any necessary estimator tools that will be used for the evaluation. If an indicator or input to a given tool is not relevant to Grantee's particular project, Grantee should report "N/A" for the indicator or input.

Part 2 – Project-Specific Terms and Conditions

Grantee certifies that it will ensure that the Lead Entity of each CCI Project included in Exhibit B adheres to the following requirements:

A. Low Carbon Transit Operations Program

Zero-Emission Vehicle Projects

Procured vehicles must support the system performance of the improved service lines as described in the Budget and Schedule of Deliverables throughout the Project Completion and Performance Periods.

Lead Entity must provide SGC with the current and proposed service plan including routes, service frequency, and number of vehicles deployed on each route within 60 calendar days of Grant Agreement execution. The Lead Entity must quantify the planned number of additional vehicle miles to be operated by zero-emission vehicle (ZEV) buses compared against the baseline service level.

Lead Entity must provide SGC with the existing schedules and proposed changes to the affected service lines at least 90 calendar days before initiating service. The service plans should include weekday, weekend, and special event services and maintain service frequency levels consistent with the Work Plan. The schedules should document efforts to coordinate service with other transit services.

B. Active Transportation Program

If the TCC Project is not on state-owned right-of-way, the project must be constructed in accordance with the Local Assistance Procedures Manual, Chapter 11.2 Design Guidance for Local Assistance Projects, New and Reconstruction Projects design standards for local agency streets and roads, incorporated here by this reference.

C. Low Carbon Transportation: Car Sharing and Mobility

Vehicle and Equipment Specifications

Lead Entity must purchase or lease eligible light-duty passenger vehicles or medium-duty passenger or shuttle vans that are zero emission or near-zero emission vehicles, which include plug-in hybrid electric vehicles (PHEV), battery electric vehicles (BEV), and fuel cell electric vehicles (FCEV). Changes to the fleet after grant execution may be made subject to prior written approval by SGC. Additional vehicle requirements:

- i. May be purchased or leased (2-year minimum lease period).
- ii. May be new or used.
- iii. Must be a four passenger vehicle or more.
- iv. New vehicles must be eligible for the Clean Vehicle Rebate Project (CVRP) or the California Hybrid and Zero-Emission Truck and Bus Voucher Project (HVIP), but they cannot participate in those projects, i.e., they cannot receive rebates from CVRP2 or vouchers from HVIP3.
- v. Used vehicles that have participated in CVRP or HVIP and have fully complied with CVRP and HVIP requirements are eligible.
- vi. Must be registered in California.
- vii. No modifications to the vehicle's emissions control systems, hardware, software calibrations, or hybrid system (California Vehicle Code (CVC) Section 27156).

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viii. A chassis that has been modified with aftermarket parts or equipment to create a PHEV or zero-emission vehicle is not eligible.

ix. Vehicle title cannot be salvaged (as defined in CVC Section 544).

Lead Entity may purchase and install electric vehicle supply equipment (EVSE) to provide electricity for BEVs and PHEVs, as applicable. EVSE equipment may be:

- i. Installed in commercial or residential locations.
- ii. May include ports for bicycle charging if the project design includes electric bicycles.
- iii. Level 2: rated up to 240 volts AC, up to 60 amps, and up to 14.4 kW.
- iv. Level 3: high voltage AC or DC with the capability to charge the vehicle to approximately 80 percent capacity within 30 minutes.

The Lead Entity may purchase Class 1 or Class 2 electric bicycles and supporting equipment for the bicycle sharing complement to the car sharing system. Electric bicycles and equipment should comply with the following:

- i. Purchase and install electric bicycle charging equipment to provide electricity for electric bicycles, no more than one per bicycle, as applicable.
- ii. Purchase bicycle locking stations, no more than one per bicycle, as applicable.
- iii. May purchase bicycle helmets for use of electric bicycle.

Lead Entity must establish secure and safe home base parking for project vehicles and optional electric bicycles within the Project Area.

Program Requirements

Lead Entity must develop policy and process to evaluate potential vehicle drivers, bicycle riders, vanpool riders, and subsidy recipients, as follows:

- i. Enroll all vehicle drivers, bicyclists, carpool/vanpool riders (non-driver participants), and subsidy recipients and ensure that they:
 - a. Complete an Initial Participant Survey upon enrollment.
 - b. Complete trip surveys and participate in research as requested by Lead Entity.
 - c. Pay project fees to use the car sharing system, as determined by Lead Entity.
- ii. Ensure enrolled vehicle drivers also meet the requirements below:
 - a. Possess a current driver's license.
 - b. Meet minimum requirements to drive a project vehicle as required by Lead Entity and the insurance provider, to be developed in conjunction with SGC.
- iii. Ensure enrolled bicyclists satisfactorily complete a bicycle safety training program (as approved by SGC).
- iv. Participants become ineligible upon any of the following events:
 - a. Vehicle driver or bicycle rider participant becomes ineligible per terms of insurance.
 - b. Vehicle driver's license lapses or is revoked.
 - c. Vehicle or bicycle rider is determined to be an unsafe or impaired driver by the Lead Entity.

- d. Participant causes damage to a vehicle, bicycle, EVSE or other project property, at the discretion of Lead Entity or SGC.
- e. Non-payment of project fees to use the car sharing system, to participate in the project, or to receive subsidies, as required by the Lead Entity.
- f. Non-compliance with project requirements, at the discretion of Lead Entity or SGC.

Lead Entity must develop, administer, and maintain a user-friendly vehicle reservation system; at a minimum, provide telephone-based, person-to-person reservation fulfillment.

Lead Entity must develop policies and procedures documents and flow charts that describe Lead Entity's administrative actions for evaluating and processing participants, reservations, vehicle maintenance, and data gathering and reporting.

Lead Entity must establish and maintain records of participants, vehicles, EVSE, optional electric bicycles and chargers, fuel, maintenance, and other records, as follows:

- i. Identify participant data that is confidential and develop measures to keep this data confidential.
- ii. Develop a systematic process and schedule to back-up participant, reservation database(s) on a daily basis at a minimum.
- iii. Develop and enforce security measures to safeguard Project database(s).
- iv. Store all records in a secured and safe storage facility that maintains confidentiality and provides fire and natural disaster protection.

D. Low Income Weatherization

Single-Family Residences

- i. Single-family homes occupied by property owners are eligible for energy efficiency and Solar Photovoltaic (PV) installations. Single-family homes occupied by tenants are eligible for only energy efficiency installations.
- ii. Lead Entity must have single-family property owners certify that they will not raise the rent of any property with energy efficiency and/or Solar PV installations for a period of two (2) years from the date of installation because of the increased value of the unit due solely to the installations provided (allowable factors for rent increase can include an actual increase in property taxes, actual cost of amortizing other improvements to the property accomplished after the date of work completed by the Partner and/or subcontractor, or actual increases in expenses of maintaining and operating this property). Additionally, the property owner must acknowledge and agree that the property is not for sale at the time of qualifying for the installations and will not be offered for sale or otherwise distributed or is not in foreclosure for at least sixty (60) calendar days following the completion of the installations.
- iii. Household income eligibility must be established at either 80 percent of the Area Median Income (AMI), or 80 percent of the State Median Income (SMI), whichever results in a higher allowable maximum income.
- iv. The following types of buildings will not be eligible for installations:
 - a. Buildings requiring significant environmental review, any mitigation, including mitigation of fire hazards or electrification and/or environmental decontamination triggering a deferral as defined in the Deferral Policy section;

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- b. New buildings or buildings rebuilt or remodeled or retrofitted to meet Title 24 standards (Part 6, of the California Code of Regulations) are not eligible for energy efficiency installations, but are eligible for Solar PV installations;
- c. Buildings that are structurally unsound or condemned;
- d. Buildings under a legal cloud or importuned by illegal activity;
- e. Buildings that have been modified under LIWP, the Low-Income Home Energy Assistance Program (LIHEAP) or Department of Energy (DOE) federal programs within the past four (4) years, do not qualify for energy efficiency measures, with the exception of assessment for and installation of Solar Water Heating, and may receive Solar PV, if qualified.
- v. Buildings that have received only LIWP-funded Solar PV may qualify for energy efficiency measures.
- vi. Each building must be assessed for suitability before proposed energy efficiency and/or Solar PV installations occur.
- vii. Property owners are responsible for certifying participation in any additional energy efficiency upgrade programs that have resulted in modifications to the identified buildings within the project.
- viii. All work performed must be in compliance with current and applicable provisions of the California Energy Commission Building Energy Efficiency Standards, Alterations under Title 24, Part 6, of the California Code of Regulations, California Home Energy Rating System (HERS) Program regulations. Standards within the current Uniform Building Code and local city and county codes should be adhered to.
- ix. Work provided to all covered pre-1978 buildings must be in compliance with current Environmental Protection Agency rules in 40 CFR 745 (Code of Federal Regulations), Lead-Based Paint Poisoning Prevention in Certain Residential Structures and the Housing and Urban Development rules in 24 CFR 35, as applicable to energy efficiency installations.

Multi-Family Residences

- i. Multi-family properties, deed restricted and/or subsidized properties must provide regulatory agreements with the applicable local agency showing compliance with the income eligibility requirements. For market rate properties, Lead Entity must require the property owner or manager not to evict or commence any eviction proceeding against any tenant(s) of any qualifying unit in the building, except for cause and subject to all legal requirements and procedures for any such eviction and/or proceeding.
- ii. Lead Entity must ensure that the property owner or manager certify that the rents for the qualified low-income units will not be increased for a period of two (2) years because of the energy efficiency and/or Solar PV installations and/or major capital improvements. Lead Entity must also require the property owner or manager agree that any units which are designated as vacant as of the effective date of the installations, must be rented to or occupied by a household at an income level such that at least 66 percent of households residing at the property earn less than 80 percent AML or 80 percent of SMI, whichever results in a higher allowable maximum income.
- iii. The following types of buildings will not be eligible:
 - a. Buildings requiring significant environmental review, any mitigation, including mitigation of fire hazards or electrification and/or environmental decontamination triggering a deferral as defined in the Deferral Policy section;
 - b. Buildings with significant energy efficiency upgrades installed within the previous five (5) years, unless energy savings goals can be attained at a reasonable cost through the implementation of additional measures;

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- c. New buildings or buildings rebuilt or remodeled or retrofitted to meet Title 24 standards (Part 6, of the California Code of Regulations) are not eligible for energy efficiency installations, but are eligible for Solar PV installations;
- d. Buildings that are structurally unsound or condemned;
- e. Buildings likely to be sold as evidenced by position in the market and refinancing cycle;
- f. Buildings under a legal cloud or importuned by illegal activity;
- g. Property under single ownership, including closely held affiliates that, in the aggregate, total more than 1,000 units receiving energy efficiency and/or Solar PV installations.
- h. Buildings that have previously received LIWP-funded energy efficiency measures within the past four (4) years do not qualify for additional energy efficiency measures, with the exception of assessment for and installation of the following:
 - I. Solar Water Heating
 - II. Solar PV
- iv. Each building must be assessed for suitability before proposed energy efficiency and/or Solar PV installations occur.
- v. Property owners are responsible for certifying participation in any additional energy efficiency upgrade programs that have resulted in modifications to the identified buildings within the project.
- vi. All work performed must be in compliance with current and applicable provisions of the California Energy Commission Building Energy Efficiency Standards, Alterations under Title 24, Part 6, of the California Code of Regulations, California Home Energy Rating System (HERS) Program regulations. Standards within the current Uniform Building Code and local city and county codes should be adhered to.
- vii. Work provided to all covered pre-1978 buildings must be in compliance with current Environmental Protection Agency rules in 40 CFR 745 (Code of Federal Regulations), Lead-Based Paint Poisoning Prevention in Certain Residential Structures and the Housing and Urban Development rules in 24 CFR 35, as applicable to energy efficiency installations.

Assessment, Certification, and Compliance Requirements for both Single- and Multi-Family Residences

- i. Lead Entity must keep records of project assessments, certifications, and compliance. Lead Entity may refer to the Department of Community Services and Development's (CSD) Low-Income Weatherization Program (LIWP) standards and forms for examples of information to collect and record retention. Information collected must include, but is not limited to:
 - a. Intake forms with information including, but not limited to household income, household members, eligibility, and energy service currently used;
 - b. Property owner consent to receive energy efficiency and/or Solar PV installations;
 - c. Property owner certification to comply with Single-Family Residence and Multi-Family Residence requirements outlined above;
 - d. Confirmation that property owner has been informed of potential hazardous materials exposure during energy efficiency and/or Solar PV installations, as such hazards are identified;
 - e. Documentation that a building assessment has been completed (pre-and-post project completion).
 - f. Property owner confirmation that proposed energy efficiency and/or Solar PV installations were received and installed properly;

- g. Documentation showing why energy efficiency and/or Solar PV installations were deferred or denied, as applicable;
- h. Documentation of compliance with the Department of Public Health's Renovation, Repair, and Painting Rule (RRP) (40 Code of Federal Regulations 745), as applicable;
- i. Documentation of trainings taken by certified renovators (per RRP), as applicable.

Operations and Maintenance for both Single- and Multi-Family Residences

- i. The Lead Entity is responsible for providing verbal and written instructions for each installation to the property owner describing proper operation, maintenance requirements, system components, warranty information, programming of controls, and safety considerations, as applicable. This must occur prior to project completion. All work must be in accordance with the CSD LIWP Measure Standards. SGC will provide the Grantee with a reference document.
- ii. The Lead Entity must establish and maintain policies and procedures for handling complaints in accordance with the CSD LIWP Measure Standards.
 - a. The policies and procedures shall be in writing and shall be provided to interested individuals upon request. Complaints may include, but are not limited to, equipment failure during the warranty period, and incorrect installation of equipment. The Lead Entity should retain records of all complaints, and how they were resolved, in the event of an audit.

Deferral Policy for both Single- and Multi-Family Residences

- i. Conditions may exist which cannot be mitigated because corrections exceed the scope of this program or cannot be achieved in a cost-effective manner. In these instances, contractors shall install feasible measures and, as applicable, refer the property owner to other agencies/programs for additional assistance. Once conditions have been corrected, installations for which the property qualifies may be installed. Presence of any of the conditions below shall require deferral of all installation activities:
 - a. Mechanical, electrical, or plumbing system is in such disrepair that failure is imminent.
 - b. An environmental condition exists that endangers the occupants or contractor workers. (Example: standing water/sewage, mold, friable asbestos, etc.).
 - c. Evidence of significant infestation of rodents, insects, and/or other vermin is present.
 - d. Moisture conditions within the building are severe and infiltration reduction measures are not feasible.
 - e. Building is condemned, is under remodeling or rehabilitation, or has structural issues.
 - f. Building has unsafe air quality. (Examples: sewage, significant animal feces in the building, improperly stored chemicals, combustible materials, or other fire hazards present a danger to the occupants or workers, etc.)
 - g. Building is pre-1978 construction and paint is seriously degraded and/or damaged, creating a hazardous condition with paint chips or dust.
 - h. Manufactured housing registration is not current or in good standing, and a Department of Housing and Community Development permit will not be granted.
 - i. Occupant has a known health condition/s that would be made worse by installation activities.
 - j. Maintenance or housekeeping practices limit access of workers to the property for diagnostics or services.

- k. Property owner refusal of combustion appliance safety (CAS) testing
 - l. Hazardous combustion appliance conditions that cannot be remedied through repair or replacement.
 - m. Property owner is uncooperative, abusive, or threatening to installation personnel.
 - n. Illegal activities are taking place in the property.
- ii. A contractor may need to defer some or all services when unsafe conditions require repairs or replacements that exceed the scope or funding of this program (known as a limited deferral). When this occurs, the contractor shall provide written and photographic documentation of the condition. Once conditions have been corrected, measures for which the property qualifies may be installed.
- E. Water Energy
All equipment must be certified Energy Star or equivalent products.
- F. Urban Greening
If the project includes habitat restoration or landscaping, the plant palette must include native, low-water, and/or drought-resistant vegetation.
Lead Entity must provide maintenance on all plants planted (including replacement) for at least three (3) years after project completion. Lead Entity must also prepare and submit to SGC a plan for the long-term care for the plants.
- G. Urban and Community Forestry
The Regional Urban Forester must approve the species list and map of tree planting area prior to beginning work.
Lead Entity shall cause all trees planted (including replacement) to be maintained for at least three years after project completion. Lead Entity must also prepare and submit to SGC a plan for the long-term care for the trees.
Any tree planting within the project must adhere to the CAL FIRE Guideline Specifications for Selecting, Planting, and Early Care of Young Trees ("CAL FIRE"), available at http://calfire.ca.gov/resource_mgt/downloads/CALFIRE_Nursery_Standards_and_Specs11_12.pdf. Trees requiring replacement per CAL FIRE must be made at the Lead Entity's cost.
Projects may not use synthetic fertilizer. Organic fertilizers (e.g. compost, manure) may be used.
- H. Organics and Food Waste Prevention and Rescue
Projects must be located in California and result in:
- i. Reductions in GHG emissions compared to existing practice of landfilling of California-generated green or food materials (for organics), or the production, processing, packaging, distribution, and landfilling of California-generated food materials (for food waste prevention and rescue); and
 - i. Increases in quantity (tons) of California-generated green materials, or food materials, newly diverted from landfill disposal or ADC use, and composted or digested (for organics), or increases in quantity (tons) of California-generated food materials, newly diverted from landfill and prevented or rescued from disposal (for food waste prevention and rescue).
- For the purpose of this program, "newly diverted" means the tons of materials that are currently being landfilled that will instead be diverted as a result of this project.

EXHIBIT D – AHSC SPECIAL TERMS AND CONDITIONS

1. Purpose

This Exhibit is entered into for the purpose of reimbursing Grantee or Lead Entity, as appropriate, for the making of a loan of its own funds for the development, operation and maintenance of a residential rental Affordable Housing Development (AHD) Capital Project.

The financial assistance from the TCC Program shall be in the form of a reimbursement-based grant to Grantee, upon receipt of required documentation evidencing that Grantee or Lead Entity has made a loan of its own funds to construct a residential rental Affordable Housing Development, evidenced by a promissory note, secured by a deed of trust and subject to a regulatory agreement driven from TCC and AHSC Guidelines between the Borrower and Grantee. The purpose of the Loan is to ensure that the rental Affordable Housing Development is constructed, owned, managed, maintained and operated in accordance with the requirements of the TCC Program, and as identified in the Application, and to ensure that certain residential units therein shall be occupied by eligible households at affordable rents as defined in the TCC Guidelines and AHSC Guidelines for the full term of the Loan, regardless of sale or transfer of the Property or prepayment of the Loan. To further effect this purpose, if Borrower is an entity other than the Developer identified in the Application, SGC may require the Developer to enter into a Sponsor Operating Guaranty as a condition of closing the Loan.

2. Incorporated Regulations and Guidelines

The currently adopted and applicable Uniform Multifamily Regulations ("UMRs") as may be amended from time to time, all as set forth in the California Code of Regulations, Title 25, and the Multifamily Housing Program ("MHP") authorized and governed by Sections 50675 through 50675.14 of the Health and Safety Code and the regulations promulgated there under in 25 CCR 7300, *et seq.* are hereby incorporated by reference in their totality into this Agreement.

Conflicting provisions of this Grant Agreement notwithstanding, the AHSC Guidelines shall apply, except the following provisions shall supersede the AHSC Guidelines: the reimbursement provisions of this Grant Agreement; the current UMRs shall apply; Grant Agreement shall not be subject to a .42 % mandatory payment; and Grantee shall bear all Loan oversight responsibilities.

3. Eligible Activities and Work

- i. Grantee will only receive reimbursement for Work (as herein defined) performed for eligible activities as authorized by the TCC Guidelines and AHSC Guidelines. Grantee shall ensure that all Work is performed according to the AHSC Guidelines.
- ii. Grantee shall perform, or cause to be performed, the funded activities described in the Scope of Work in the Application, incorporated herein by reference, including applicable AHD Capital Projects, Housing Related Infrastructure (HRI), Sustainable Transportation Infrastructure (STI), Transportation-Related Amenities (TRA), Active Transportation programs, Transit Ridership programs, and criteria air pollutant programs (the "Work"). All written materials or alterations submitted as addenda to the original Application and which were approved in writing by SGC are hereby incorporated as part of the Application. SGC reserves the right to review and approve all Work to be performed by Grantee, its Borrower, Lead Entity, contractors, and subgrantees in relation to this Grant Agreement. Any proposed revision to the Work may require an amendment to this Grant Agreement.
- iii. In the event the AHD Capital Project component is not completed pursuant to TCC Program requirements, the HRI, STI, TRA, Active Transportation programs, Transit Ridership programs, and criteria air pollutant

programs and program costs would no longer qualify for funding under this Grant Agreement.

- iv. Work for this Exhibit D shall consist of two components:
 - 1. Making a Loan of Grantee's own funds for the development and construction by or on behalf of Sponsor of the Affordable Housing Development designated in the Application which is to be developed and constructed by the Borrower, or other developer, as provided in the Application, and meeting the criteria described in Exhibit B.
 - 2. Developing the non-AHD components to fulfil the AHSC program requirements as defined by the AHSC Program.
- v. For the purposes of performing the Work, SGC agrees to reimburse the amount(s) identified in Exhibit B. Unless amended, SGC shall not be liable for any costs for Work in excess of this amount, nor any unauthorized or ineligible costs.

4. Performance Milestones for AHD Component

Grantee shall ensure the completion of the AHD Performance Milestones set forth in Exhibit B by the designated dates. Grantee may apply to SGC for an extension of these timelines based on good cause shown and best efforts and assurances from Grantee for timely completion of the remaining Milestones. SGC may delay reimbursement if Grantee fails to timely complete the Milestones.

5. Reimbursement for AHD Component

The bimonthly invoicing provision of this Grant Agreement in Exhibit A, Part 2, Section 14 notwithstanding, Grantee shall submit reimbursement requests on an annual basis or after each 25% increment of the requested fund has been spent, whichever comes first. Reimbursement requests must include reporting on the Milestones achieved per Exhibit B.

6. Reimbursement for non-AHD Component

Housing Related Infrastructure (HRI), Sustainable Transportation Infrastructure (STI), Transportation-Related Amenities (TRA), Active Transportation programs, Transit Ridership programs, and criteria air pollutant programs will follow the payment schedule set for all non-AHSC CCI Projects.

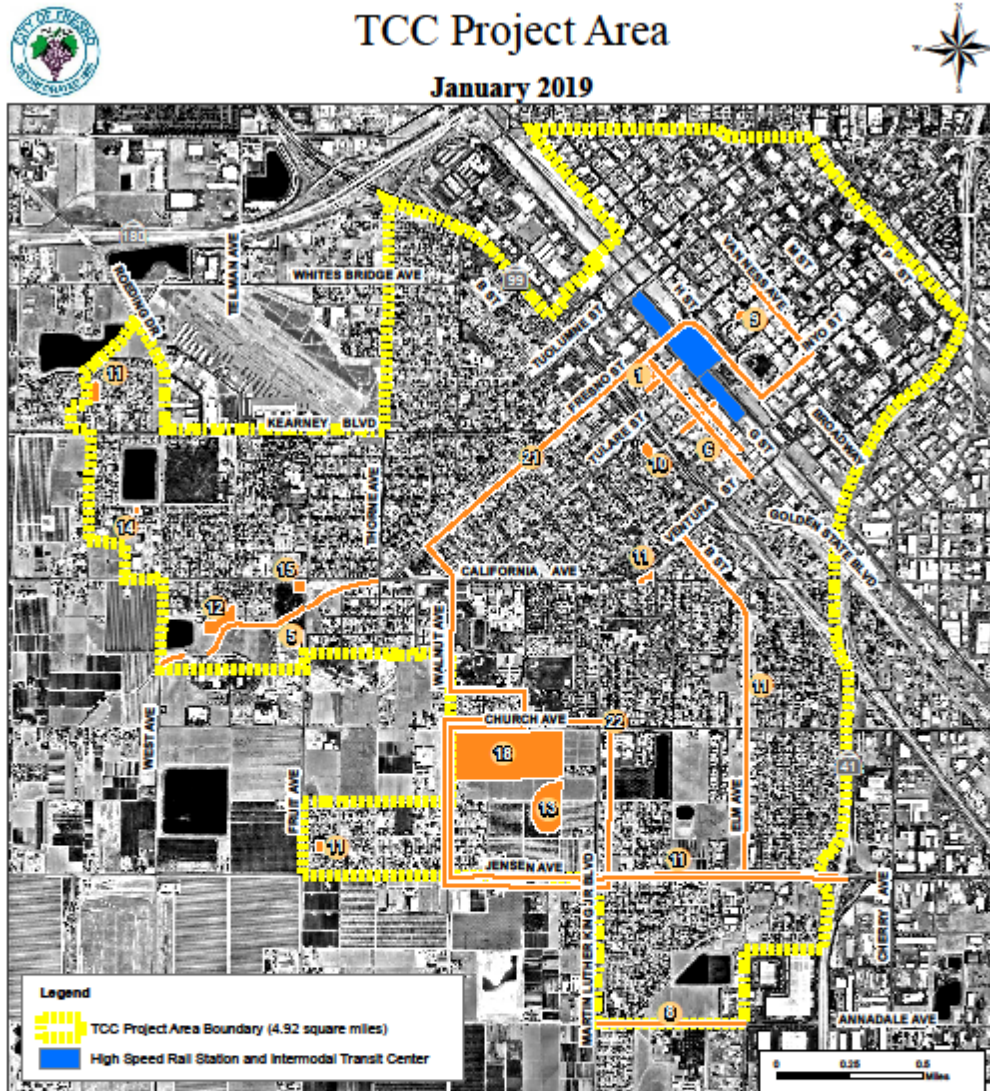
7. Timing

- i. Grantee shall ensure the close the construction financing approved by SGC as indicated in the Grant Agreement and commence, or cause to be commenced, the construction of the Affordable Housing Development and, upon SGC's request, timely provide evidence of same by submission of recorded deeds of trust for all construction financing (except for AHP funds), payment of all construction lender fees, issuance of building permits (a grading permit does not suffice to meet this requirement) and notice to proceed delivered to the contractor. If no construction lender is involved, and the project is receiving low-income housing tax credits, evidence must be submitted that the equity partner has been admitted to the ownership entity, and that an initial disbursement of funds has occurred.
- ii. Grantee shall close its Loan to Borrower five years from the grant execution day. Any extension to the Loan closing deadline will require an amendment to this Grant Agreement.

EXHIBIT E – Attachments

This page was intentionally left blank. See the following pages.

Attachment E-1: TCC Project Area Map



Disclaimer: This map is believed to be an accurate representation of the City of Fresno GIS data, however we make no warranties, either expressed or implied for correctness of this data.

- 01 - Chinatown Housing Project
- 05 - Southwest Fresno Trail
- 06 - Chinatown Urban Greening
- 08 - Annadale Mode Shift
- 09 - Mariposa Plaza
- 10 - ERP Green Toddler Park
- 11 - Southwest Urban Forest Expansion
- 12 - Yosemite Village Permaculture Community Garden and Urban Farm
- 13 - Park at MLK Magnet Core
- 14 - Inside Out Community Garden
- 15,16,17 - Southwest Fresno Community Food Hub
- 18 - Fresno City College: West Fresno Satellite
- 21 - TCC Connector
- 22 - Southwest Offsite Improvements

- The projects below do not have a specific location and are not depicted on the map.
- 02 - EOC Partnership for Energy Savings and GHG Reductions in SW Fresno
 - 03 - GRID Solar Collaborative Single-Family Partnership
 - 04 - GRID Solar Collaborative Multi-Family Partnership
 - 07 - Clean Shared Mobility Network
 - 19 - Chinatown Property Based Improvement District
 - 20 - EOC Partnership for Energy Savings and GHG Reductions in SW Fresno: EFMP Plus-Up Vehicle Replacement and Incentives

Source: City of Fresno GIS Data, January 2019

Attachment E-2: Invoicing and Reporting Templates

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[EACH INVOICE MUST BE PRINTED ON GRANTEE LETTERHEAD]

**TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM
BIMONTHLY INVOICE**

Grantee:		Grant Number:	
Period: [#]	Period Dates:	(Start Date)	(End Date)
Authorized Signatory (Name):		(Position)	
By signing this I certify that work has been completed in accordance with the Grant Agreement and that the total below reflects actual costs incurred.			
Signature:		Date:	

CCI Project or Transformative Plan	Grant Funds Spent [PROJECT SUBTOTAL]
CCI #1	
CCI #2	
CCI #3	
CCI #4	
CCI #5	
CCI #6	
CCI #7	
CCI #8	
CCI #9	
CCI #10	
CCI #11	
CCI #12	
CCI #13	
CCI #14	
CCI #15	
CCI #16	
CCI #17	
CCI #18	
Community Engagement	
Workforce Development	
SUBTOTAL for this Period	
TOTAL to be reimbursed this Period	

**TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM
BIMONTHLY INVOICE DETAIL**

Grantee:		Grant Number:	
Period: [#]		Period Dates:	(Start Date) (End Date)
Project # and Name:		Project Lead:	

TASK	COST CATEGORY	AMOUNT	SUPPORTING DOCUMENTATION [PAGE NUMBER]
1	PERSONNEL		
	SUBCONTRACTORS		
	SUPPLIES/MATERIALS		
	EQUIPMENT		
	TRAVEL		
	INDICATOR TRACKING		
	OTHER DIRECT COSTS		
		Subtotal	
2			
		Subtotal	
3			
		Subtotal	
	PROJECT SUBTOTAL		

**TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM
BIMONTHLY PROGRESS REPORT**

Grantee:		Grant Number:	
Period #:	Reporting Period:	(Start Date)	to (End Date)
Authorized Signatory: (Name)		(Position)	
By signing this I certify that work has been completed in accordance with the Grant Agreement and that the total below reflects actual costs incurred.			
Signature:		Date:	

Summarize work completed during the reporting period:

CCI Project/CEP/WDP		Project Lead:	
Task & Subtask	Description of Work Completed	Grant Funds Spent	Leverage Funds Spent
	<i>Please refer to specific deliverables in the Budget and Work Plan.</i>		
	Total Funds Spent this Period:		

Non-CCI Project/DAP		Project Lead:	
Task & Subtask	Description of Work Completed	Grant Funds Spent	Leverage Funds Spent
	Total Funds Spent this Period:		

**TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM
ANNUAL DETAILED LEVERAGE FUNDING REPORT**

Grantee:		Grant Number:	
Period #:	Reporting Period:	(Start Date)	to (End Date)
Authorized Signatory: (Name)		(Position)	
By signing this I certify that the information below is accurate, that leverage funding has been spent in accordance with the TCC Grant Agreement and that the total below reflects actual costs incurred.			
Signature:		Date:	

Funding Source	Total Committed	CCI Project, Non-CCI Project, or Transformative Plan	Total Spent during Reporting Period

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Attachment E-3: Reporting Schedule

PROJECT COMPLETION PERIOD REPORTS					
REPORTING PERIOD		BIMONTHLY PROGRESS REPORT	ANNUAL REPORTS (Progress, Leverage Funding, Equipment Inventory)	DETAILED WORK PLAN AND BUDGET	DUE DATE
START	END				
November 1, 2018	December, 2018	X			January 30 2019
January 1, 2019	February 28, 2019	X			March 30 2019
March 1, 2019	April 30, 2019	X			May 30 2019
May 1, 2019	June 30, 2019	X			July 30 2019
July 1, 2019	August 30, 2019	X			September 30 2019
September 1, 2019	October 30, 2019	X	X	X	November 30 2019
November 1, 2019	December 31, 2019	X			January 30 2020
January 1, 2020	February 29, 2020	X			March 30 2020
March 1, 2020	April 30, 2020	X			May 30 2020
May 1, 2020	June 30, 2020	X			July 30 2020
July 1, 2020	August 30, 2020	X			September 30 2020
September 1, 2020	October 30, 2020	X	X	X	November 30 2020
November 1, 2020	December 31, 2020	X			January 30 2021
January 1, 2021	February 28, 2021	X			March 30 2021
March 1, 2021	April 30, 2021	X			May 30 2021
May 1, 2021	June 30, 2021	X			July 30 2021
July 1, 2021	August 30, 2021	X			September 30 2021
September 1, 2021	October 30, 2021	X	X	X	November 30 2021
November 1, 2021	December 31, 2021	X			January 30 2022
January 1, 2022	February 28, 2022	X			March 30 2022
March 1, 2022	April 30, 2022	X			May 30 2022
May 1, 2022	June 30, 2022	X			July 30 2022
July 1, 2022	August 30, 2022	X			September 30 2022
September 1, 2022	October 30, 2022	X	X	X	November 30 2022
November 1, 2022	December 31, 2022	X			January 30 2023
January 1, 2023	February 28, 2023	X			March 30 2023
March 1, 2023	April 30, 2023	X			May 30 2023
May 1, 2023	June 30, 2023	X			July 30 2023
July 1, 2023	August 30, 2023	X			September 30 2023
September 1, 2023	October 30, 2023	N/A	X – FINAL REPORT	N/A	November 30 2023

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CARB and SGC INDICATOR TRACKING REPORTS				
REPORTING PERIOD		ANNUAL INDICATOR REPORT	INVOICE	Due Date
START	END			
Reporting during the Project Completion Period*				
Grant Start Date	September 30, 2019	X	Bi-monthly	October 31, 2019
October 1, 2019	September 30, 2020	X	Bi-monthly	October 31, 2020
October 1, 2020	September 30, 2021	X	Bi-monthly	October 31, 2021
October 1, 2021	September 30, 2022	X	Bi-monthly	October 31, 2022
October 1, 2022	September 30, 2023	X	Bi-monthly	October 31, 2023
Reporting during the Performance Period if applicable				
October 1, 2023	September 30, 2024	X	X	October 31, 2024
October 1, 2024	September 30, 2025	X	X	October 31, 2025
October 1, 2025	March 1, 2026	X	X	Jan 31, 2026

Attachment E-4: Indicator Tracking Tables

Indicators have been broken out by TCC Project Component. Each CCI Project, Non-CCI Project, and Transformative Plan has its own table. Note that some indicators are specific to an individual CCI Project, and others are general indicators required for each Project Type.

All indicators listed below should be reported annually and after project close out and during the performance period.

Specific Indicators for Project #1 – Chinatown Housing Project	
Indicator	Data Source
Commercial units by size	Project documentation (e.g., construction records)
Permeable surfaces added (square feet)	Project documentation (e.g. design plans)
General Indicators for all Affordable Housing and Sustainable Communities (AHSC) Projects	
Housing units [# constructed by size of unit]*	Project documentation (e.g., design plans)
Affordable housing units [# constructed by size of unit]*	Project documentation (e.g., design plans)
Trees planted [#, species, location]*	Project documentation (e.g., landscaping invoices)
Net density [Dwelling units / acre]*	Project documentation (e.g., design plans)
% of housing units occupied	Project documentation (e.g., rental agreements)
% of income restricted housing units occupied	Project documentation (e.g., rental agreements)
Installed solar photovoltaic capacity (kW)	Project documentation (e.g., installation invoices)
Number of energy efficiency measures installed by measure type and building type	Project documentation (e.g., installation invoices)

Specific Indicators for Project #2 – Fresno Economic Opportunities Commission (EOC) Partnership for Energy Savings and GHG Reductions in Southwest (SW) Fresno	
Indicator	Data Source
Subtask: Install Solar on Residential Homes	
Number of households contacted	Project documentation (e.g., mailing lists)
Number of site visits conducted	Project documentation (e.g. assessment records)
Number of applications received	Project documentation (e.g., application records)
Number of applications approved	Project documentation (e.g., application records)
Number of contracts executed	Project documentation (e.g., contracting records)
Subtask: Install Energy Efficiency Measures / Target Homes	
Number of outreach events attended	Project documentation (e.g., event agendas)
Number of households contacted	Project documentation (e.g., mailing lists)
Number of site visits conducted	Project documentation (e.g. assessment records)
Number of applications received	Project documentation (e.g., application records)
Number of applications approved	Project documentation (e.g., application records)
Number of contracts executed	Project documentation (e.g., contracting records)
General Indicators for all Low-Income Weatherization Program (LIWP) Projects	
Number of solar PV systems installed by building type	Project documentation (e.g., installation invoices)
Installed solar photovoltaic capacity (kW)	Project documentation (e.g., installation invoices)

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Number of solar water heating systems installed by building type	Project documentation (e.g., installation invoices)
Number of fossil fuel based water heating systems replaced by type	Project documentation (e.g., installation invoices)
Number of energy efficiency measures installed by type of measure and building type	Project documentation (e.g., installation invoices)
Number of site visits to assess energy efficiency potential by building type	Project documentation (e.g. assessment paperwork)
Number of site visits to assess solar PV potential by building type	Project documentation (e.g. assessment paperwork)
Number of site visits to assess solar water heating potential by building type	Project documentation (e.g. assessment paperwork)
Number of individuals trained on energy efficiency measures by building type	Project documentation (e.g. training records)
Number of individuals trained on solar PV maintenance by building type	Project documentation (e.g. training records)
Number of individuals trained on solar water heating system maintenance by building type	Project documentation (e.g. training records)

Specific Indicators for Project #3 – GRID Solar Collaborative Single-Family Partnership	
Indicator	Data Source
<i>Number of households contacted</i>	Project documentation (e.g., mailing lists)
Number of site visits conducted	Project documentation (e.g. assessment records)
Number of applications received	Project documentation (e.g., application records)
Number of applications approved	Project documentation (e.g., application records)
Number of contracts executed	Project documentation (e.g., contracting records)
Number of community based organizations involved in the process	Project documentation (e.g. letters of support)
Number of energy efficiency workshops held (by language)	Project documentation (e.g. meeting agendas)
Number of stakeholders invited to each energy efficiency workshop	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each energy efficiency workshop	Project documentation (e.g., sign in sheets)
Number of additional outreach activities conducted (by type of activity and by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each additional outreach activity conducted (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each additional outreach activity conducted (by type of activity)	Project documentation (e.g., sign in sheets)
General Indicators for all Low-Income Weatherization Program (LIWP) Projects	
Number of solar PV systems installed by building type	Project documentation (e.g., installation invoices)
Installed solar photovoltaic capacity (kW)	Project documentation (e.g., installation invoices)

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Number of solar water heating systems installed by building type	Project documentation (e.g., installation invoices)
Number of fossil fuel based water heating systems replaced by type	Project documentation (e.g., installation invoices)
Number of energy efficiency measures installed by type of measure and building type	Project documentation (e.g., installation invoices)
Number of site visits to assess energy efficiency potential by building type	Project documentation (e.g. assessment paperwork)
Number of site visits to assess solar PV potential by building type	Project documentation (e.g. assessment paperwork)
Number of site visits to assess solar water heating potential by building type	Project documentation (e.g. assessment paperwork)
Number of individuals trained on energy efficiency measures by building type	Project documentation (e.g. training records)
Number of individuals trained on solar PV maintenance by building type	Project documentation (e.g. training records)
Number of individuals trained on solar water heating system maintenance by building type	Project documentation (e.g. training records)

Specific Indicators for Project #4 – GRID Solar Collaborative Multi-Family Partnership	
Indicator	Data Source
Number of housing developments contacted	Project documentation (e.g., mailing lists)
Number of site visits conducted	Project documentation (e.g., assessment records)
Number of applications received	Project documentation (e.g., application records)
Number of applications approved	Project documentation (e.g., application records)
Number of contracts executed	Project documentation (e.g., contracting records)
Number of outreach activities conducted (by type of activity and by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each outreach activity conducted (by type of activity)	Project documentation (e.g., mailing list)
General Indicators for all Low-Income Weatherization Program (LIWP) Projects	
Number of solar PV systems installed by building type	Project documentation (e.g., installation invoices)
Installed solar photovoltaic capacity (kW)	Project documentation (e.g., installation invoices)
Number of solar water heating systems installed by building type	Project documentation (e.g., installation invoices)
Number of fossil fuel based water heating systems replaced by type	Project documentation (e.g., installation invoices)
Number of energy efficiency measures installed by type of measure and building type	Project documentation (e.g., installation invoices)
Number of site visits to assess energy efficiency potential by building type	Project documentation (e.g. assessment paperwork)
Number of site visits to assess solar PV potential by building type	Project documentation (e.g. assessment paperwork)
Number of site visits to assess solar water heating	Project documentation

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potential by building type	(e.g. assessment paperwork)
Number of individuals trained on energy efficiency measures by building type	Project documentation (e.g. training records)
Number of individuals trained on solar PV maintenance by building type	Project documentation (e.g. training records)
Number of individuals trained on solar water heating system maintenance by building type	Project documentation (e.g. training records)

Specific Indicators for Project #5 – Southwest Fresno Trail	
Indicator	Data Source
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #6 – Chinatown Urban Greening	
Indicator	Data Source
Number of outreach activities held to collect community input (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #7 – Clean Shared Mobility Network	
Indicator	Data Source
Registered volunteer resource drivers (number)	Project documentation (e.g., subcontractor reports)
Usage of shared mobility options (number of trips and average trip length by mode)	Project documentation (e.g., operator reports)
Usage of volunteer ride source rides (number of rides and average trip length)	Project documentation (e.g., subcontractor reports)
General Indicators for all Low Carbon Transportation (LCT) Projects	
Vehicles in service* [# and type (model, make)]	Project documentation (e.g., fleet purchase and service records)
Number and location of charging stations installed	Project documentation (e.g., installer invoices)
Number and location of EV charging outlets installed by level of service	Project documentation (e.g., installer invoices)
Number of users registered for carsharing and other mobility project types	Project documentation (e.g., user registration records)
Number of users registered for vanpool service	Project documentation (e.g., user registration records)
Number of EV miles traveled (by PEV type)	Project documentation (e.g., fleet mileage reports)
Number of vanpool miles traveled	Project documentation (e.g., fleet mileage reports)
Number of vehicle miles traveled by other shared vehicles	Project documentation (e.g., fleet mileage reports)
Estimated energy usage (kWh) from installed EV charging infrastructure	Project documentation (e.g., metered data, if available)

Specific Indicators for Project # 8 – Annadale Modeshift Project	
Indicator	Data Source
Number of community events to educate residents on transportation options (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each educational event on transportation options (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at educational event on transportation options (by type of activity)	Project documentation (e.g., sign in sheets)
Number of hardscaped amenities added along sidewalks (by type)	Project documentation (e.g., design plans)
Number of hardscaped amenities added along bike lanes (by type)	Project documentation (e.g., design plans)
General Indicators for all Active Transportation Program (ATP) Projects	
Linear feet and location of bike lanes installed, by class	Project documentation (e.g., project design plans)
Linear feet and location of pedestrian pathways completed	Project documentation (e.g., project design plans)
Number and location of American Disabilities Act (ADA) standard ramps installed	Project documentation (e.g., project design plans)
Number and location of signalized intersections installed with bike detection	Project documentation (e.g., project design plans)

Specific Indicators for Project #9 – Mariposa Plaza	
Indicator	Data Source
Number of outreach activities held to collect community input (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of hardscaping elements added that provide shade (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
Square feet of new park space added	Project documentation (e.g., design plans)
Square feet of cool surfaces installed	Project documentation (e.g., design plans)
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
Square feet of new park space added	Project documentation (e.g., design plans)
Square feet of cool surfaces installed	Project documentation (e.g., design plans)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation

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	(e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #10 – ERP Green Toddler Park	
Indicator	Data Source
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
Square feet of new park space added	Project documentation (e.g., design plans)
Square feet of cool surfaces installed	Project documentation (e.g., design plans)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #11 – Southwest Urban Forest Expansion	
Indicator	Data Source
Number of community engagement meetings with Tree Fresno for park plantings (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each meeting with Tree Fresno	Project documentation (e.g., mailing lists)
Number of stakeholders engaged at each community engagement meeting with Tree Fresno	Project documentation (e.g., sign in sheets)
Number of planting workdays with volunteers	Project documentation (e.g., sign in sheets)
Number of stakeholders invited to volunteer at plantings workdays	Project documentation (e.g., mailing list)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #12 – Yosemite Village Permaculture Community Garden and Urban Farm Incubator	
Indicator	Data Source
Number of Youth Leadership Institute (YLI) training events (by language)	Project documentation (e.g., training agendas)
Number of potential youth leaders invited to each YLI training event	Project documentation (e.g., mailing lists)
Number of youth leaders trained at each YLI training event	Project documentation (e.g., sign in sheets)
Number of informational presentations conducted (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each informational presentation	Project documentation (e.g., mailing lists)
Number of stakeholders engaged at each informational presentation	Project documentation (e.g., sign in sheets)
Number of tabling events	Project documentation (e.g., tabling notes)
Number of stakeholders engaged at each tabling event	Project documentation (e.g., tabling notes)
Number of households contacted through canvassing	Project documentation (e.g., canvassing logs)
Number of households engaged through canvassing	Project documentation (e.g., canvassing logs)
Number of youth cohort-led focus groups (by language)	Project documentation (e.g., focus group minutes)
Number of stakeholders invited to each youth cohort-led focus group	Project documentation (e.g., mailing lists)
Number of stakeholders engaged at each youth cohort-led focus group	Project documentation (e.g., sign in sheets)
Number of youth cohort-led input session (by language)	Project documentation (e.g., session minutes)
Number of stakeholders invited to each youth cohort-led input session	Project documentation (e.g., mailing lists)

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Number of stakeholders engaged at each youth cohort-led input session	Project documentation (e.g., sign in sheets)
Number of stakeholders engaged at the YLI Youth and Adult training session	Project documentation (e.g., sign in sheets)
Number of Garden Leadership Committee meetings	Project documentation (e.g., meeting agendas)
Number of additional outreach activities conducted (by type of activity and by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each additional outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each additional outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)
Number of planting workdays with volunteers	Project documentation (e.g., sign in sheets)
Number of stakeholders invited to volunteer at planting workdays	Project documentation (e.g., mailing list)
Number of volunteers engaged at each planting workday	Project documentation (e.g., sign in sheets)
New farmland (number and size)	Project documentation (e.g., site plans)
New community garden plots (number and size)	Project documentation (e.g., plot membership lists)
Produce harvested from farmland by crop type (lbs)	Project documentation (e.g., farming records)
Produce from farmland given to residents for free by crop type (lbs)	Delivery documentation (e.g., receipts)
Sales volume of produce by crop type (lbs)	Sales records (e.g., receipts)
Sales revenue of produce by crop type (dollars)	Sales records (e.g., receipts)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [# , species, location]*	Project documentation (e.g. landscaping invoices)

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Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #13 – Park at MLK Magnet Core	
Indicator	Data Source
Number of outreach activities held to collect community input (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
Square feet of new park space added	Project documentation (e.g., design plans)
Square feet of cool surfaces installed	Project documentation (e.g., design plans)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #14 – Inside Out Community Garden	
Indicator	Data Source
Number of community meetings conducted (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each community meeting	Project documentation (e.g., mailing lists)
Number of stakeholders engaged at each community meeting	Project documentation (e.g., sign in sheets)
New community garden plots (number and size)	Project documentation (e.g., plot membership lists)
Number of community harvesting events	Project documentation (e.g., meeting agenda)
Number of stakeholders invited to each community harvesting event	Project documentation (e.g., mailing lists)
Number of stakeholders engaged at each community harvesting event	Project documentation (e.g., sign in sheets)
Number of cooking demonstrations	Project documentation (e.g., event agendas)
Number of stakeholders invited to each cooking demonstration	Project documentation (e.g., mailing lists)
Number of stakeholders engaged at each cooking demonstration	Project documentation (e.g., sign in sheets)
Number of additional outreach activities conducted (by type of activity and by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each additional outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each additional outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation

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	(e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #15 – Southwest Fresno Community Food Hub: Community Orchard	
Indicator	Data Source
Number of community involvement activities conducted (by type of activity and by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each community activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each community activity (by type of activity)	Project documentation (e.g., sign in sheets)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #16 – Southwest Fresno Community Food Hub: Urban Heat Island Mitigation	
Indicator	Data Source
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
Square feet of new park space added	Project documentation (e.g., design plans)
Square feet of cool surfaces installed	Project documentation (e.g., design plans)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Project #17 – Southwest Community Food Hub: Edible Food Rescue and Distribution	
Indicator	Data Source
Equipment purchased for TCC site (by type)	Project documentation (e.g., procurement records)
Equipment purchased for offsite (by type)	Project documentation (e.g., procurement records)
Number of hunger programs contacted about distributing rescued food	Project documentation (e.g., mailing lists)
Number of hunger programs committed to distributing rescued food	Project documentation (e.g., letters of support)
Sales volume of rescued produce by crop type (lbs)	Sales records (e.g., receipts)
Sales revenue of rescued produce by crop type (dollars)	Sales records (e.g., receipts)
Sales volume of value-added products by product type (lbs)	Sales records (e.g., receipts)
Sales revenue of value-added products by product type (dollars)	Sales records (e.g., receipts)
General Indicators for all Food Waste Prevention and Rescue Program (FWPRP) / Organics Program (OP) Projects	
Number of new food distribution facilities in production (by location)	Project documentation (e.g., building plans)
Number of new food processing facilities in production (by location)	Project documentation (e.g., building plans)
Number of new organics recycling facilities (by location)	Project documentation (e.g., building plans)
Number of training events on food waste prevention and rescue	Project documentation (e.g., agendas)
Number of training events on organics recycling	Project documentation (e.g., agendas)
Number of businesses trained in food waste prevention/rescue	Project documentation (e.g., sign-in sheets)

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Number of businesses trained in organics recycling	Project documentation (e.g., sign-in sheets)
Number of residents trained in food waste of prevention/rescue	Project documentation (e.g., sign-in sheets)
Number of residents trained in organics recycling	Project documentation (e.g., sign-in sheets)
Material diverted from landfills (tons)*	Delivery documentation (e.g., weight receipts from certified scales, tonnage reports from haulers) or operational logs
Source reduction in food waste (tons)*	Prevention tracking documentation (e.g., plate waste audit)
Edible food rescued and donated (short tons/year)*	Delivery documentation (e.g., weight receipts from certified scales, tonnage reports from haulers)
Renewable transportation fuel generation (gallons)*	Metered data, sales receipts, or operational logs
Renewable energy generation (kWh)*	Metered data, sales receipts, or operational logs
Renewable energy generation (scf)*	Metered data, sales receipts, or operational logs
Fossil fuel based transportation fuel use reductions (gallons)*	Mileage data or fueling receipts for vehicles (by make and model) associated with the pickup and delivery of waste
Diverted organic material sent for composting (short tons/year)	Delivery documentation (e.g., weight receipts from certified scales, tonnage reports from haulers) or operational logs
Compost produced (short tons/year)	Operations data maintained by composting facilities (e.g., sales receipts)
Waste digested (tons)	Delivery documentation (e.g., weight receipts from certified scales, tonnage reports from haulers) or operational logs
Residual material landfilled or used as alternative daily cover	Delivery documentation (e.g., weight receipts from certified scales, tonnage reports from haulers) or operational logs

Specific Indicators for Project #18 – Fresno City College: West Fresno Satellite Campus	
Indicator	Data Source
Number of hardscaping elements added that capture rainwater (by element type)	Project documentation (e.g., design plans)
Number of additional hardscaped amenities added (by type)	Project documentation (e.g., design plans)
Square feet of new park space added	Project documentation (e.g., design plans)
Square feet of cool surfaces installed	Project documentation (e.g., design plans)
General Indicators for all Urban Greening (UG) and Urban Community Forestry (UCF) Projects	
Trees planted [#, species, location]*	Project documentation (e.g. landscaping invoices)
Square feet of other vegetation planted	Project documentation (e.g. design plans)
Square feet of permeable surfaces added	Project documentation (e.g. design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of residents trained on tree/vegetation maintenance	Project documentation (e.g. training records)

Specific Indicators for Non-CCI Project #19 – Chinatown Business Improvement District (PBID)	
Indicator	Data Source
Number of businesses enrolled in PBID	Project documentation (e.g., membership records)
Dues collected from businesses enrolled in PBID (dollars)	Financial documentation (e.g., dues logs)
Investments in district improvements by improvement type (dollars)	Expenditure documentation (e.g., receipts)
Subtask: PBID Feasibility	
Number of outreach activities conducted (by type of activity and by language)	Project documentation (e.g., meeting minutes)
Number of stakeholders invited to or reached by each outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged by each outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)
Subtask: PBID Formation	
Number of outreach activities conducted (by type of activity and by language)	Project documentation (e.g., meeting minutes)
Number of stakeholders invited to or reached by each outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged by each outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)

Specific Indicators for Non-CCI Project #20 – EOC Partnership for Energy Savings and GHG Reductions in SW Fresno: EFMP Plus-Up Vehicle Replacement and Incentives	
Indicator	Data Source
Number of households referred to Valley CAN	Project documentation (e.g., referral forms)
Number of incentives distributed (by incentive type and amount)	Project documentation (e.g., application records)
Number of vehicles purchased (by vehicle make, model, and year)	Project documentation (e.g., application records)
Number of alternative transportation mobility options secured (by mobility option type)	Project documentation (e.g., application records)
Number of vehicles retired (by vehicle make, model, and year)	Project documentation (e.g., retirement records)
Number and location of electric vehicle charging outlets installed by level of service	Project documentation (e.g., installation invoices)
Number and location of electrical panel upgrades	Project documentation (e.g., installation invoices)
Number of enrollments in the PG&E Clean Fuel Rebate Program	Project documentation (e.g., enrollment records)

Specific Indicators for Non-CCI Project #21 – TCC Connector	
Indicator	Data Source
Number of electric vehicles added to public transit fleet	Project documentation (e.g., procurement records)
Number of electric vehicle charging stations installed	Project documentation (e.g., construction permits)
Number of additional departures times by route and by stop	Project documentation (e.g., service schedules)
Additional electric bus VMT	Project documentation (e.g., fleet mileage reports)
Additional revenue miles	Transit agency data on bus service
Additional revenue hours	Transit agency data on bus service
Average number of unlinked trips per day by each route within the TCC boundary area	Transit agency data on passenger boardings
Estimated number of unlinked trips per day by each stop within the TCC boundary area	Transit agency data on passenger boardings
Estimated annual passenger miles traveled (PMT) by each route within the TCC boundary area	Transit agency data on passenger boardings

Specific Indicators for Non-CCI Project #22 – Southwest Offsite Improvements	
Indicator	Data Source
Linear feet and location of bike lanes by class	Project documentation (e.g., design plans)
Linear feet and location of completed pedestrian pathways	Project documentation (e.g., design plans)
Number of hardscaped amenities added along sidewalks (by type)	Project documentation (e.g., design plans)
Number of hardscaped amenities added along bike lanes (by type)	Project documentation (e.g., design plans)
Number of water utility improvements (by type)	Project documentation (e.g., design plans)
Trees planted ¹	Project documentation ² (e.g. landscaping invoices)
Square feet of other vegetation planted ³	Project documentation (e.g. design plans)
Square feet of permeable surfaces added ⁴	Project documentation (e.g. design plans)
Number of additional roadway improvements (by type)	Project documentation (e.g., design plans)
Number of training activities related to tree/vegetation maintenance	Project documentation (e.g. training records)
Number of stakeholders trained on tree/vegetation maintenance	Project documentation (e.g. training records)

¹ Not including trees that may be planted through Urban Community Forestry or Urban Greening projects.

² Including locations of trees (X,Y coordinates) and whether the tree shades a building or not (yes/no).

³ Not including vegetation planted through Urban Community Forestry or Urban Greening projects.

⁴ Not including other permeable surfaces added through Urban Community Forestry or Urban Greening projects.

Specific Indicators for the Community Engagement Plan (CEP)	
Indicator	Data Source
<i>Specific Indicators for the Community Engagement Plan will be developed after the plan is finalized during the first quarter of the grant term.</i>	
General Indicators for the Community Engagement Plan (CEP) for a Specific Project and overarching TCC Project Area	
Number of community engagement events held [by language]	(e.g. flyers in different language, photos)
Number of stakeholders engaged at each event	Project documentation (e.g., sign in sheets)
Number of stakeholders engaged through the site's social media outreach	Project documentation (e.g., social media followers)
Number of materials distributed to stakeholders (by language)	Project documentation (e.g., mailing lists)
Total number of people directly served by TCC projects	Project documentation (e.g., project level registration lists)
Total number of volunteers who participated in project implementation	Project documentation (e.g., volunteer sign-in sheets)
Total number of people who provided commentary or input on the project	Project documentation (e.g., meeting minutes, written comments, etc.)

Specific Indicators for CEP Subplan – Southwest Green Trails Project	
Indicator	Data Source
Subtask: Outreach to Stakeholders	
Number of stakeholder meetings conducted (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each meeting	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each meeting	Project documentation (e.g., sign in sheets)
Subtask: Tactical Urbanism	
Number of tactical urbanism events (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each tactical urbanism event	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each tactical urbanism event	Project documentation (e.g., sign in sheets)
Number of tactical urbanism installations (by type)	Project documentation (e.g., design plans)
Subtask: Community Meeting	
Number of community meetings (by language)	Project documentation (e.g., meeting agendas)
Number of stakeholders invited to each community meeting	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each community meeting	Project documentation (e.g., sign in sheets)
Subtask: Bicycle Education Workshops	
Number of bicycle education workshops (by language)	Project documentation (e.g., workshop agendas)
Number of stakeholders invited to each bicycle education workshop	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each bicycle education workshop	Project documentation (e.g., sign in sheets)

Subtask: Bike to School Day	
Number of Bike to School Day events	Project documentation (e.g., event fliers)
Number of stakeholders invited to each Bike to School Day events	Project documentation (e.g., mailing list)
Number of stakeholders engaged at each Bike to School Day events	Project documentation (e.g., bike count)
Number of PSA TV campaigns developed	Project documentation (e.g., bike count)
Number of times each PSA TV campaign is aired	Project documentation (e.g., bike count)
Number of additional outreach activities conducted (by type of activity and by language)	Project documentation (e.g., meeting minutes)
Number of stakeholders invited to or reached by each additional outreach activity (by type of activity)	Project documentation (e.g., mailing list)
Number of stakeholders engaged by each additional outreach activity (by type of activity)	Project documentation (e.g., sign in sheets)
General Indicators for the Community Engagement Plan (CEP) for a Specific Project and overarching TCC Project Area	
Number of community engagement events held [by language]	(e.g. flyers in different language, photos)
Number of stakeholders engaged at each event	Project documentation (e.g., sign in sheets)
Number of stakeholders engaged through the site's social media outreach	Project documentation (e.g., social media followers)
Number of materials distributed to stakeholders (by language)	Project documentation (e.g., mailing lists)
Total number of people directly served by TCC projects	Project documentation (e.g., project level registration lists)
Total number of volunteers who participated in project implementation	Project documentation (e.g., volunteer sign-in sheets)
Total number of people who provided commentary or input on the project	Project documentation (e.g., meeting minutes, written comments, etc.)

Specific Indicators for the Displacement Avoidance Plan (DAP)	
Indicator	Data Source
<i>Specific Indicators for the Displacement Avoidance Plan will be developed after the plan is finalized during the first quarter of the grant term.</i>	
General Indicators for Displacement Avoidance Plan (DAP)	
Number of affordable units built under density bonus agreements	Project documentation (e.g., agreement paperwork)
Number of market rate units built under density bonus agreements	Project documentation (e.g., agreement paperwork)
Number of affordable units built under reduced development impact fees	Project documentation (e.g., fee waivers)
Number of market rate units built under reduced development impact fees	Project documentation (e.g., fee waivers)
Number of workshops to inform residents about affordable housing opportunities	Project documentation (e.g., agendas)
Number of residents engaged at workshops about affordable housing opportunities	Project documentation (e.g., sign-in sheets)
Number of tenant's rights education classes held	Project documentation (e.g., agendas)
Number of residents participating in tenant's rights education classes	Project documentation (e.g., sign-in sheets)
Number of foreclosure prevention events for homeowners and owners of multi-unit dwellings (MUDs)	Project documentation (e.g., agendas)
Number of homeowners and MUD owners who attend/participate in foreclosure prevention workshops	Project documentation (e.g., sign-in sheets)
Number of site visits conducted to assess the health and needs of businesses	Project documentation (e.g., assessments)

Specific Indicators for the Workforce Development Plan (WDP)	
Indicator	Data Source
<i>Specific Indicators for the Workforce Development Plan will be developed after the plan is finalized during the first quarter of the grant term.</i>	
General Indicators for the Workforce Development Plan (WDP) for a Specific Project and overarching TCC Project Area	
Job Training and High-Quality Employment	
Employment Activities	
Number of jobs supported with TCC project funds, disaggregated by job quality and access metrics ⁵	Project documentation (e.g., budgets, subcontractor invoices, payroll systems, certified payroll reports)
Number of implemented Community Benefits Agreements (CBA) / labor agreements / community workforce provisions that focus on high-quality employment	Project documentation (e.g., agreement records)
Job Training Activities	
Number of job training opportunities instituted with partner employers	Project documentation (e.g., memorandums of understanding)
Number of resource events around training opportunities	Project documentation (e.g., agendas)
Number of individuals engaged at resource events around job training opportunities	Project documentation (e.g., sign-in sheets)
Number of individuals who apply for job training opportunities	Project documentation (e.g., job training applications)
Number of individuals enrolled in job training opportunities	Project documentation (e.g., enrollment paperwork)
Number of trainees that completed job training, disaggregated by training quality and access metrics ⁶	Project documentation (e.g., training records)
Job Placement Activities	
Number of job placement arrangements instituted with partner employers	Project documentation (e.g., memorandums of understanding)

⁵ Final list of job quality and access metrics will be provided by UCLA / UCB in a supplemental form.

⁶ Final list of training quality and access metrics will be provided by UCLA / UCB in a supplemental form.

Strategic Growth Council – Transformative Climate Communities Program Implementation Grant – Round 1

City of Fresno

Grant Number: SGC18119


Number of resource events around job placement opportunities	Project documentation (e.g., agendas)
Number of individuals engaged at resource events around job placement opportunities	Project documentation (e.g., sign-in sheets)
Number of individuals who apply for job placement opportunities	Project documentation (e.g., job placement applications)
Number of job placement participants placed in employment	Project documentation (e.g., placement records)

Attachment E-5: Authorized Signatory Template

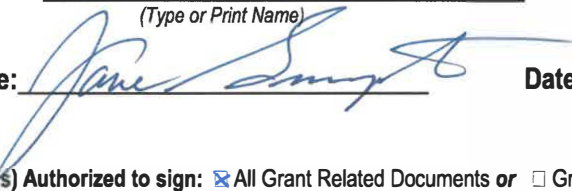
AUTHORIZED SIGNATORY FORM


I hereby verify that I am an authorized Grantee representative and signatory and as such can sign and/or delegate authorization to sign and bind the Grantee as it relates to the above-referenced Grant Agreement and grant related documents.

Grantee Authorized Signatory:

Name: WILMA QUAN-SCHLECTER Title: CITY MANAGER
(Type or Print Name)
Signature:  Date: 3/11/19

Delegated Authorized Signatories:

1. Name: JANE SUMPTER Title: ASSISTANT CITY MANAGER
(Type or Print Name)
Signature:  Date: 3/6/19
Document(s) Authorized to sign: All Grant Related Documents or Grant Agreement
 Grant Amendments Budget Amendments Reports
 Invoices Other _____

2. Name: JIM SCHAAD Title: ASSISTANT CITY MANAGER
(Type or Print Name)
Signature:  Date: 3/6/19
Document(s) Authorized to sign: All Grant Related Documents or Grant Agreement
 Grant Amendments Budget Amendments Reports
 Invoices Other _____

Strategic Growth Council – Transformative Climate Communities Program Implementation Grant – Round 1
 City of Fresno
 Grant Number: SGC18119

Attachment E-6: Project Representatives

Direct all programmatic inquiries to:

State Agency: Office of Planning and Research / Strategic Growth Council	Grantee: City of Fresno
Grant Manager: Saharnaz Mirzazad, TCC Grant Manager	Grant Manager: Courtney Espinoza, Program Implementation Manager
Address: 1400 Tenth Street Sacramento, CA 95814	Address: City of Fresno Attn: City Manager, Transform Fresno 2600 Fresno Street, Executive Offices Fresno, CA 93721
Phone: (916) 322-3932	Phone: 559-621-7799
Email: saharnaz.mirzazad@sgc.ca.gov	Email: transformfresno@fresno.gov

Direct all contracting inquiries to:

Contact Officer: Blake A. Deering, Senior Contracts Manager	Contract Officer: Courtney Espinoza, Program Implementation Manager
Address: 1400 Tenth Street Sacramento, CA 95814	Address: City Manager's Office, Transform Fresno 2600 Fresno Street, Executive Officers Fresno, CA 93721
Phone: (916) 322-3714	Phone: (559) 621-7913
Email: blake.deering@sgc.ca.gov	Email: courtney.espinoza@fresno.gov

Strategic Growth Council – Transformative Climate Communities Program Implementation Grant – Round 1
 City of Fresno
 Grant Number: SGC18119

Direct all financial inquiries to:

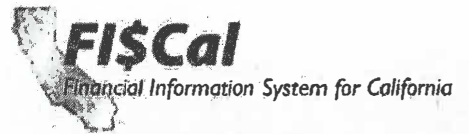
Finance Contact: Susan McAuliffe, Business Services Officer	Finance Contact: Fabiola Lopez, Senior Management Analyst
Address: 1400 Tenth Street Sacramento, CA 95814	Address: City of Fresno, Public Works Department 2600 Fresno Street Fresno, CA 93721
Phone: (916) 445-9712	Phone: (559) 621-8699
Email: susan.mcauliffe@opr.ca.gov	Email: fabiola.lopez@fresno.gov

Direct all administrative inquiries to:

Administrative Contact: Kevin Peth, Senior Administrator	Administrative Contact: Courtney Espinoza, Program Implementation Manager
Address: 1400 Tenth Street Sacramento, CA 95814	Address: City Manager's Office, Transform Fresno 2600 Fresno Street, Executive Officers Fresno, CA 93721
Phone: (916) 324-6665	Phone: (559) 621-7913
Email: kevin.peth@sgc.ca.gov	Email: courtney.espinoza@fresno.gov

Attachment E-7: Payee Data Record STD 204 Form

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The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields bordered in red are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name

Remit-To Address (Street or PO Box)

City State Zip Code+4

Government Type: City County Federal Employer Identification Number (FEIN)
 Special District Federal
 Other (Specify)

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name	<input type="text" value="Fresno Fire Department"/>	Complete Address	<input type="text" value="911 H Street
Fresno, CA 93721"/>
Dept/Division/Unit Name	<input type="text" value="Fresno Police Department"/>	Complete Address	<input type="text" value="2323 Mariposa Mall
Fresno, CA 93721"/>
Dept/Division/Unit Name	<input type="text" value="Department of Transportation
Fresno Area Express"/>	Complete Address	<input g"="" street<br="" type="text" value="2223 "/> Fresno, CA 93706"/>
Dept/Division/Unit Name	<input type="text" value="Airports Department
Fresno Yosemite International"/>	Complete Address	<input type="text" value="4995 E Clinton Way
Fresno, CA 93727"/>

Contact Person Title

Phone number E-mail address

Signature Date

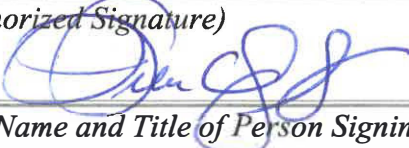
Attachment E-8: Contractor Certification Clauses

This page was intentionally left blank. See the following page(s).

Contractor Certification Clauses 4.17 – Grants

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Grantee to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Grantee/Bidder Firm Name (Printed)</i> CITY OF FRESNO		<i>Federal ID Number</i> 94-6000338
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> WILMA QUAN-SCHNECTER		
<i>Date Executed</i> 2/11/19	<i>Executed in the County of</i> FRESNO	

GRANTEE CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Grantee has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Grantee will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Grantee may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Grantee has made false certification, or violated the

Contractor Certification Clauses 4.17 – Grants

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Grantee certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Grantee within the immediately preceding two-year period because of Grantee's failure to comply with an order of a Federal court, which orders Grantee to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. GRANTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Grantee hereby certifies that Grantee will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Grantee agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the grant equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any grant period of less than a full year or 10% of its grant with the State.

Failure to make a good faith effort may be cause for non-renewal of a state grant for legal services, and may be taken into account when determining the award of future grants with the State for legal services.

5. EXPATRIATE CORPORATIONS: Grantee hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to enter into a grant agreement with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Grantees contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the grant have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The Grantee further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The Grantee agrees to cooperate fully in providing reasonable access to the Grantee's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or

Contractor Certification Clauses 4.17 – Grants

the Department of Justice to determine the Grantee's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For grants of \$100,000 or more, Grantee certifies that Grantee is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For grants of \$100,000 or more, Grantee certifies that Grantee is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Grantee needs to be aware of the following provisions regarding current or former state employees. If Grantee has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a grant in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the grant while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a grant with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed grant within the 12-month period prior to his or her leaving state service.

If Grantee violates any provisions of above paragraphs, such action by Grantee shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

Contractor Certification Clauses 4.17 – Grants

2. LABOR CODE/WORKERS' COMPENSATION: Grantee needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Grantee affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Grantee assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. GRANTEE NAME CHANGE: An amendment is required to change the Grantee's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the Grantee is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate grantee performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Grantee shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all grantees that are not another state agency or other governmental entity.

Attachment E-9: Memorandum of Understanding

This page was intentionally left blank. See the following page(s).

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE CITY OF FRESNO
AND PARTNERS REGARDING ADMINISTRATION OF GRANT FUNDING FROM
THE TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM**

This Memorandum of Understanding (MOU) is entered into on this 28th day of February, 2019, by and between the City of Fresno (City) and Community Partners, individually, as set forth in Exhibit C hereto (Partners). The MOU is entered into pursuant to the requirements of the 2017 Transformative Climate Communities (TCC) Program Final Guidelines Dated October 23, 2017 (Guidelines) to memorialize the collaborative stakeholder structure, legal and financial considerations governing the collaborative stakeholder structure, transparent decision-making processes, meeting facilitation procedures, and processes for involving community representatives in decision-making, resolving disputes, and procedure for adding or removing Partners.

RECITALS

WHEREAS, for Fiscal Year 2016/2017, the California Legislature has appropriated \$140 million for a new state grant program, the TCC Program (Grant); and

WHEREAS, funds have been appropriated to the Strategic Growth Council through the Governor's Office of Planning and Research by the Budget Act of 2016 (AB 1613; Section 4);

WHEREAS, as part of an initial rulemaking by the Strategic Growth Council on December 6, 2016, a minimum of \$70 million of that appropriation was allocated for the City of Fresno; and

WHEREAS, the Grant Guidelines indicate that community based organizations, local governments, nonprofit organizations, joint powers authorities, and other various entities are eligible applicants and may submit applications for funding a project area within an eligible city; and

WHEREAS, the Grant Guidelines require eligible applicants to form a Collaborative Stakeholder Structure to develop and submit applications based upon a shared vision and sign a Memorandum of Understanding that sets forth the governance of the organizational structure; and

WHEREAS, the Grant Guidelines require designation of one lead applicant and a number of Partners; and

WHEREAS, the City has been designated the Lead Applicant; and

WHEREAS, the City as Lead Applicant will enter into a Grant Agreement with the Strategic Growth Council and be responsible for compiling and submitting all invoices and reporting documents; and

WHEREAS, the City will be responsible for approving disbursement of Grant Funds to all Partners; and

WHEREAS, the City and Partners have submitted a full application for an Implementation Grant and

WHEREAS, in furtherance of that application, the City and Partners desire to enter into this MOU.

NOW, THEREFORE, in consideration of the promises set forth herein, the receipt and sufficiency of which is hereby acknowledged, the undersigned parties, as participants in the State of California's TCC Program administered through the Strategic Growth Council, hereby agree to the following terms and responsibilities for administration of the Grant Program as follows:

1. INCORPORATION OF RECITALS. The parties hereby affirm and incorporate by reference into this MOU the Recitals set forth above.
2. DEFINITIONS.
 - a. "City" shall mean the City of Fresno, its employees, agents, or other designees assigned by the City Manager or the Fresno City Council. For the purpose of the TCC Program, the City is the lead applicant and the grantee.
 - b. "Grant Term" shall mean a period of five years beginning from the date of execution of a Grant Agreement between the City and the Strategic Growth Council as well as for the term of any required reporting period of up to five additional years.
 - c. "Partner" shall mean all entities legally incorporated in the State of California that act together with the City for the purpose of supporting the implementation of the Project.
 - d. "Project" shall mean the development, venture, undertaking, task or work that Partner is to complete as generally described in the Master Grant Agreement entered into by the City of Fresno and the Strategic Growth Council. Partner shall complete the project substantially in the form and manner presented herein.
 - e. "Stakeholder" shall mean all members of the community with an interest in the successful implementation of the TCC program participating in the application, submission and implementation of TCC grant funds, including but not limited to the Implementation Committee, Outreach and Oversight Committee, and the Community Engagement Collaborative.
 - f. Except as otherwise defined herein, all capitalized terms shall be as defined in the TCC Program Guidelines.
3. TERM. The term of this MOU shall extend for the entirety of the Grant Term. This MOU shall remain in effect until all rights, duties and responsibilities of the parties are exhausted, except those provisions, by which the express terms or nature and context are intended to survive termination or expiration of this MOU.

4. COLLABORATIVE STAKEHOLDER STRUCTURE.

- a. Structure. The Collaborative Stakeholder Structure (CSS) will facilitate Stakeholder participation in the implementation of the TCC Proposal and includes the Lead Applicant, Partners, Outreach & Oversight Committee and local Fresno community stakeholders. The roles and responsibilities of each of these parties are described below and shown in Exhibit A.
- b. City of Fresno as the Lead Applicant is tasked with the responsibility of implementing the Grant Agreement with the Strategic Growth Council which includes compiling and submitting all invoices and reporting documents; monitoring transformative requirements, implementing the transformative plans which include community engagement, workforce development and displacement avoidance; serving as the primary fiscal agent; ensuring a fair, transparent, accountable, and participatory implementation process; and ensuring continuation of the public participation process structure of the CSS, including public meetings, public website, channels for receiving public comment via email, phone and in person.
- c. Partners. Partners shall be responsible for implementation of the transformative requirements and Project delivery, as well as evaluation and reporting for individual Projects.
 - i. Ensure delivery of Projects in accordance with Program Guidelines and Grant Agreement.
 - ii. Monitoring Transformative Requirements and indicator tracking and reporting.
 - iii. Providing Project-related information and data to the Third-Party Evaluator to identify additional indicators for tracking and monitoring based on selected Project types.
- d. Outreach and Oversight Committee. The Outreach and Oversight Committee is an advisory committee that shall be a resource for community collaboration and feedback, provide overall guidance on implementation and the transformative plans, and material changes to the Projects including major budget or programmatic changes.
 - i. The Outreach and Oversight Committee is made up of sixteen Committee Members (Members) represented by four members from Chinatown, four members from Downtown and eight members from Southwest Fresno.
 - ii. Current and replenishment Members are required to live, work, or own property in the Transform Fresno Community area as depicted in Exhibit B; cannot be a Partner; and must have held eligible voter status on the former Community Steering Committee. Members will be required to disclose

any financial interests in Projects or Partner agencies through a conflict of interest disclosure substantially similar to the form set forth in Exhibit D. Member vacancies will be filled through nominations submitted to the Outreach & Oversight Committee via a publicly advertised process including but not limited to posting on the dedicated publically accessible website, flyers at community events and through communications efforts by the Outreach & Oversight Committee Members. Nominations will be reviewed for community leadership with preference given to Community Area residents, Community based groups, religious institutions, advocates, business owners, and community development corporations. Nominations will be voted on by existing Members based on a majority vote and appointments will be confirmed by the Mayor. The Mayor shall also appoint a Chair who will be responsible for facilitating the Committee meetings.

- iii. Members will serve a two year term but are eligible for reelection in accordance with the nomination and appointment process.

5. COMMUNITY OUTREACH. The Lead Applicant shall be responsible for organizing all committee meetings in coordination with the Outreach & Oversight Committee Members and Partners and according to the Community Engagement Plan of the Transform Fresno project.

a. Communication

- i. The Lead Applicant shall maintain a publicly accessible website with regular updates and information about both the overall grant program and all individual projects. The website shall include a section which provides the public opportunity to submit feedback or request information through an online contact form. All requests received by the Lead Applicant via the website online contact form will be responded to within 48 hours.
- ii. The Lead Applicant shall maintain a dedicated phone number and email address. All requests received via the phone number and email address will be responded to within 48 hours.
- iii. The Lead Applicant will establish a list of media outlets and contacts, and public places in consultation with the Outreach & Oversight Committee for distribution of materials and information for the public.

b. Meetings:

- i. Outreach & Oversight Committee Meetings: The Outreach & Oversight Committee shall set its meeting schedule to include open sessions on a quarterly basis that will be open to the public, held in ADA accessible locations in the project area and at times which are convenient to the public. Members of the Outreach & Oversight Committee and Partners will facilitate and are required to attend all quarterly meetings. The Quarterly meetings are a forum for community members and Stakeholders to receive verbal and written progress reports on implementation, project updates, and discuss questions, concerns, suggestions and comments about the TCC program.
 - ii. Input from community members received in writing at the Quarterly meeting will be evaluated through the Outreach & Oversight Committee and reported back via the monthly newsletter and publically accessible website.
 - iii. The Lead Applicant shall post agendas and meeting information on its publicly accessible website at least seventy-two hours before the convening of any public meeting and provide paper copies for attendees. Distributed materials for the Transform Fresno process are available upon request in paper format.
 - iv. Meeting minutes for quarterly meetings shall be made accessible for public review within 10 business days of meeting date.
 - v. Videos of each quarterly meeting shall be recorded and posted on the publicly accessible website within 10 business days of meeting date.
 - vi. Sign in sheets will be created for all quarterly meetings and made accessible for public review within 10 business days of meeting date.
 - vii. Services of an interpreter and additional accommodations such as assistive listening devices can be made available for public meetings. Requests for accommodations should be made more than five working days but no later than 48 hours prior to the scheduled meeting/event by contacting the Lead Applicant.
6. TRANSPARENT DECISION-MAKING PROCESS AND PROCESS FOR INVOLVING COMMUNITY REPRESENTATIVES IN DECISION MAKING.
- a. The Outreach & Oversight Committee shall collaborate and facilitate community input, including specified community groups during the administration of the Grant Program. The community

shall have a permanent and ongoing opportunity to provide feedback to the Outreach & Oversight Committee. The Outreach & Oversight Committee will provide overall guidance on implementation and the transformative plans but specifically on material changes to the Projects including material budget or programmatic changes. The Lead Applicant and all impacted Partners must consider in good faith the recommendations from the Outreach & Oversight Committee. It is the goal, but not a requirement, of the process to have the majority of recommendations or advisory statements to be supported by the majority of the Outreach & Oversight Committee members.

7. ADHERENCE TO REQUIREMENTS:

- a. Changes, additions, alterations and all other material changes to the Collaborative Stakeholder Structure, Transform Fresno Project, and TCC Funding activities such as the Transformative Plans will be processed in accordance with the terms of the TCC Program Guidelines and Master Grant Agreement.

8. DISPUTE RESOLUTION

- a. Disputes which arise out of the implementation of the projects will be facilitated by the Lead Applicant in consultation with the Outreach & Oversight Committee. Any material changes resulting from the disputes will be processed in accordance with Section 7 above.

9. LEGAL AND FINANCIAL CONSIDERATIONS.

- a. Fiscal Agent. The Fiscal Agent shall be the City. The City shall maintain legal, fiscal, and fiduciary responsibilities, including managing grant funds in accordance with State regulations, policies and guidelines. The City is responsible for the development and submission of all reports to the State and additional funding agencies, bookkeeping, accounting, and grant compliance services. The Lead Applicant will enter in a Master Grant Agreement with SGC which details the processes for the aforementioned considerations, the Lead Applicant will enter into Pass-Through agreements with each Partner to pass through necessary requirements from the SGC.

10. NONDISCRIMINATION. To the extent required by controlling federal, state and local law, the Lead Applicant, Partners, and Outreach & Oversight Committee (Parties) shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran

or veteran of the Vietnam era. Subject to the foregoing and during the performance of this Agreement, the Consultant agrees as follows:

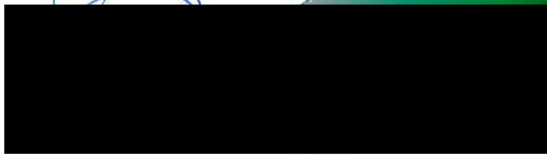
- a. The Parties will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.
 - b. The Parties will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. The Parties shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Such requirement shall apply to the Parties' employment practices including, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Parties agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.
11. COUNTERPARTS. This MOU may be executed in counterparts, each of which when executed and delivered will be deemed an original, and all of which together will constitute one instrument. The execution by any party hereto will not become effective until counterparts hereof have been executed by all parties hereto.

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Agreement at Fresno, California, the day and year first above written.

“Lead Applicant”

CITY OF FRESNO,
A California municipal corporation



APPROVED AS TO FORM: DOUGLAS T.
SLOAN
City Attorney

By: Tracy N. Parvanian
Tracy N. Parvanian Date
Senior Deputy City Attorney 3-18-19

ATTEST:
YVONNE SPENCE, MMC CRM
City Clerk

By: Maxwell Carlson 3/18/19
Deputy Maxwell Carlson

Addresses: CITY:
City of Fresno
Attention: Courtney Espinoza
Program Implementation Manager - Transform Fresno
City Manager's Office
2600 Fresno Street
Fresno, CA 93721
Phone: (559) 621-7913
FAX: (559) 457-1541

"Partner"

EARLY READERS PRESCHOOL

By: Jim Tate Hill

Name: Jim Tate Hill

Title: CEO
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
EARLY READERS PRESCHOOL
Attention: Jim Tate Hill, CEO
105 E. Meyers
Fresno, CA 93706

"Partner"

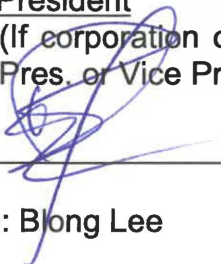
FOOD COMMONS FRESNO
COMMUNITY CORPORATION

By:  _____

Name: Warren King

Title: President

(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By:  _____

Name: Blong Lee

Title: Secretary/Treasurer

(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FOOD COMMONS FRESNO
COMMUNITY CORPORATION
Attention: Warren King, President
202 Van Ness Avenue
Fresno, CA 93721

"Partner"

FRESNO AREA WORKFORCE
INVESTMENT CORPORATION,
A Non-profit corporation

By:  _____

Name: Blake Konczal

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO AREA WORKFORCE
INVESTMENT CORPORATION
Attention: Blake Konczal
Chief Executive Officer
2125 Kern Street, Suite 208
Fresno, CA 93721
Phone: (559) 490-7102
FAX: (559) 490-7199

"Partner"

FRESNO ECONOMIC OPPORTUNITIES
COMMISSION

By: 

Name: Brian Angus

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO ECONOMIC OPPORTUNITIES
COMMISSION
Attention: Brian Angus
Chief Executive Officer
1920 Mariposa Mall, Suite 300
Fresno, CA 93721

“Partner”

FRESNO METRO BLACK CHAMBER
FOUNDATION

By:  _____

Name: Tara Lynn Gray

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO METRO BLACK CHAMBER
FOUNDATION
Attention: Tara Lynn Gray
Chief Executive Officer
1444 Fulton Street, Suite 206
Fresno, CA 93721

“Partner”

FRESNO METRO MINISTRY

By: 

Name: Keith Bergthold

Title: Executive Director
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO METRO MINISTRY
Attention: Keith Bergthold
Executive Director
4270 N. Blackstone Ave., #212
Fresno, CA 93726

"Partner"

GRID ALTERNATIVES CENTRALL
VALLEY

By: 

Name: Tom Esqueda

Title: Executive Director
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: 

Name: Al Galvez

Title: Board President
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Jesse Arreguin, Development Officer

Partner:
GRID ALTERNATIVES CENTRAL
VALLEY
Attention: Tom Esqueda
Executive Director
4140 N. Brawley Avenue, Suite 108
Fresno, CA 93722

"Partner"

HOUSING AUTHORITY OF THE CITY OF
FRESNO, CALIFORNIA

By: 

Name: Preston Prince

Title: CEO/Executive Director
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
HOUSING AUTHORITY OF THE CITY OF
FRESNO, CALIFORNIA
Attention: Preston Prince
CEO/Executive Director
1331 Fulton Street
Fresno, CA 93721
Phone: (559) 443-8475

“Partner”

SELF-HELP ENTERPRISES

By: 

Name: Thomas J. Collishaw

Title: President/CEO

(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: 

Name: Kathryn L. Long-Pence
Chief Financial Officer

Title: _____

(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
SELF-HELP ENTERPRISES
Attention: Thomas J. Collishaw
President/CEO
P.O. Box 6520
Visalia, CA 93290

“Partner”

STATE CENTER COMMUNITY
COLLEGE DISTRICT

By: 

Name: Christine Miktarian

Title: Vice Chancellor, Operations and
Information Systems

(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

Partner:

State Center Community College District

Attention: Christine Miktarian

1525 East Weldon

Fresno, CA 93704

Phone: (559) 244-5900

"Partner"

USGBC-Central California

By: 

Name: Laura Gromis

Title: Executive Director

(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: 

Name: Mayuko Russell

Title: ~~Treasurer~~ Secretary

(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
USGBC-Central California
Attention: Laura Gromis
Executive Director
2911 E. Barstow Ave, M/S OF 144
Fresno, CA 93740

“Partner”

YOUTH ACTION PROJECT

By: 

Name: Joseph Williams

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
YOUTH ACTION PROJECT
Attention: Joseph Williams
Chief Executive Officer
696 S. Tippecanoe
San Bernardino, CA 92408
Phone: (909) 754-1068

EXHIBIT A

COLLABORATIVE STAKEHOLDER STRUCTURE

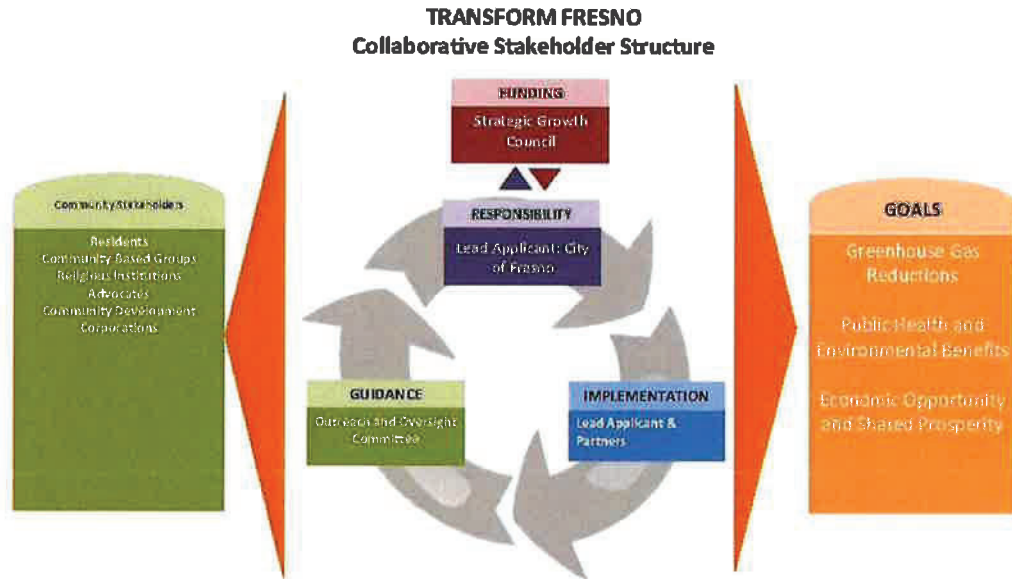
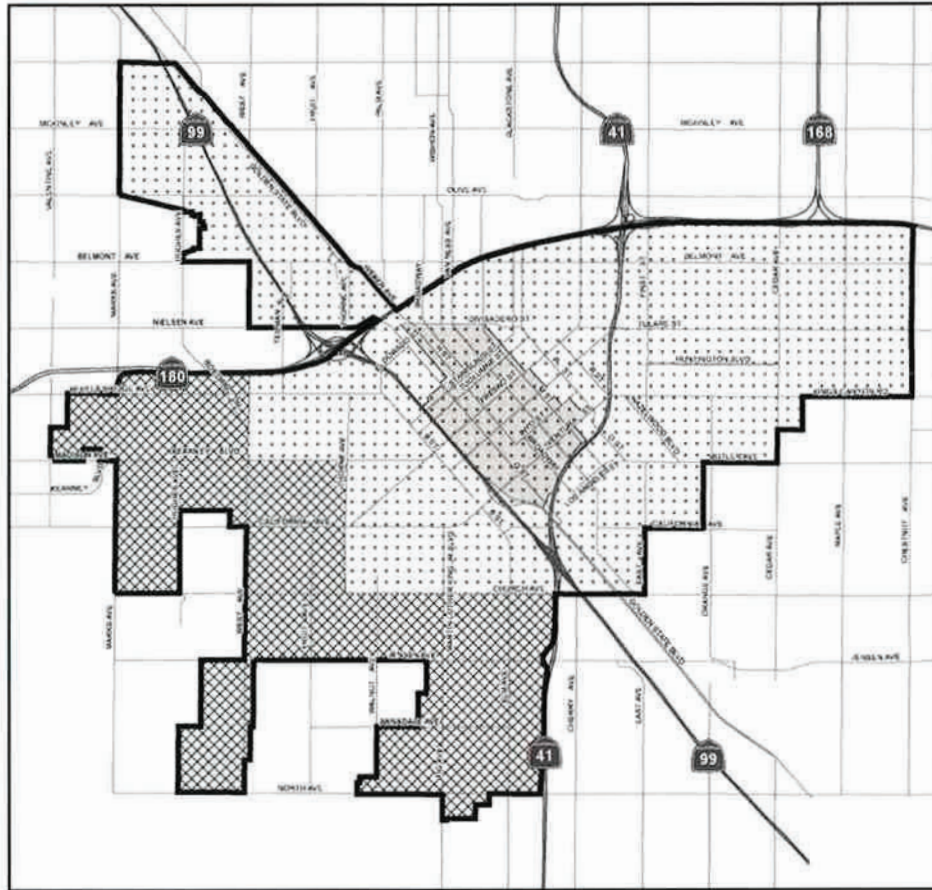


EXHIBIT B

COMMUNITY AREA MAP



Transform Fresno Community Area



FRESNO

Legend

- Community Area
- Downtown Neighborhoods Community Plan
- Fulton Corridor Specific Plan
- Southwest Fresno Specific Plan

Created August 2018

This map is believed to be an accurate representation of the City of Fresno GIS data, however we make no warranty, either expressed or implied for correctness of this data.

**Exhibit C
List of Partners Crosswalk**

Former Project #	Former Project Name	New Project #	New Project Name	Partner	Project Type
2	Chinatown Mixed-Use Project at HSR West Entrance (Affordable Housing & Sustainable Communities)	1	Chinatown Housing Project	Fresno Housing Authority	Affordable Housing and Sustainable Communities
12	EOC Partnership for Energy Savings and GHG Reductions in SW Fresno (Low Income Weatherization Program) (Non-CCI)	2	EOC Partnership for Energy Savings and GHG Reductions in SW Fresno	Fresno Economic Opportunities Commission	Low-Income Weatherization
13	GRID Alternatives Solar Renewable Energy Project (Low Income Weatherization Program)	3	GRID Solar Collaborative Single-Family Partnership	GRID Alternatives	Low-Income Weatherization
13	GRID Alternatives Solar Renewable Energy Project (Low Income Weatherization Program)	4	GRID Solar Collaborative Multi-Family Partnership	GRID Alternatives	Low-Income Weatherization
15	Southwest Fresno Trail	5	Southwest Fresno Trail	City of Fresno	Urban Greening
16 & 27	Chinatown Urban Greening (Urban Greening)	6	Chinatown Urban Greening	City of Fresno	Urban Greening
19	Clean Shared Mobility Network (Low Carbon Transportation)	7	Clean Shared Mobility Network	Fresno Metro Black Chamber of Commerce	Low Carbon Transportation: Car Sharing and Mobility
22	Annadale Mode Shift Project (Active Transportation Program)	8	Annadale Mode Shift	Self Help Enterprises	Active Transportation
28	Mariposa Plaza (Urban Greening)	9	Mariposa Plaza	City of Fresno	Urban Greening
29	Clean Energy Park & Play Urban Greening & Playground (Urban Greening)	10	ERP Green Toddler Park	Early Readers PreSchool	Urban Greening
30	Changing Lives with Trees in SW Fresno (Urban & Community Forestry)	11	Southwest Urban Forest Expansion	City of Fresno	Urban and Community Forestry
31	Yosemite Village Permaculture Community Garden and Urban Farm Incubator (Urban & Community Forestry)	12	Yosemite Village Permaculture Community Garden & Urban Farm Incubator	Fresno Metro Ministries	Urban and Community Forestry
32	Park at MLK Magnet Core (Urban Greening)	13	Park at MLK Magnet Core	City of Fresno	Urban Greening
33	Inside Out Community Garden (Urban & Community Forestry)	14	Inside Out Community Garden	Fresno Economic Opportunities Commission	Urban and Community Forestry
34	Grocery Store, Distribution Center & Community Orchard (Water-Energy) (Urban Greening) (Urban and Community Forestry)	15	Southwest Fresno Community Food Hub: Community Orchard	Fresno Food Commons	Urban and Community Forestry
34	Grocery Store, Distribution Center & Community Orchard (Water-Energy) (Urban Greening) (Urban and Community Forestry)	16	Southwest Fresno Community Food Hub: Urban Heat Island Mitigation	Fresno Food Commons	Urban Greening
34	Grocery Store, Distribution Center & Community Orchard (Water-Energy) (Urban Greening) (Urban and Community Forestry)	17	Southwest Fresno Community Food Hub: Edible Food Rescue and Distribution	Fresno Food Commons	Food Waste Prevention and Rescue
35	Fresno City College - West Fresno Satellite (UGP) (Non-CCI)	18	Fresno City College: West Fresno Satellite Campus	State Center Community College District	Urban Greening
11	Chinatown Property Based Improvement District (Non-CCI)	19	Chinatown Property Based Improvement District	City of Fresno	Leverage Only
	N/A	20	EOC Partnership for Energy Savings and GHG Reductions in SW Fresno: EFMP Plus-Up Vehicle Replacement and Incentives	Fresno Economic Opportunities Commission	Leverage Only
23	TCC Connector (Non-CCI)	21	TCC Connector	City of Fresno Transportation Department	Leverage Only
24	MLK Activity Center Street Improvements	22	Southwest Offsite Improvements	City of Fresno	Leverage Only
35 & 36	West Fresno Advanced Transportation Technology Training & VOICE Gladiator Program	WDP	Workforce Development Plan	City of Fresno, Youth Action Project, and Fresno Area Workforce Investment Corporation	Transformative Plans
	N/A	CEP	Community Engagement Plan	City of Fresno, USGBC Central California	Transformative Plans
	N/A	DAP	Displacement Avoidance Plan	City of Fresno	Transformative Plans

EXHIBIT C
LIST OF PARTNERS

Project #	Project Name	Agency
2	Chinatown Mixed-Use Project @ HSR West Entrance (Fresno Housing Authority)	Fresno Housing Authority
11	Chinatown PBID	City of Fresno
12	EOC Partnership for Energy savings and GHG reductions in SW Fresno	Fresno Economic Opportunities Commission
13	GRID Alternatives Solar Renewable Energy Project	GRID Alternatives
19	Clean Shared Mobility Network	Fresno Metro Black Chamber of Commerce
22	Annadale Mode Shift Project	Self Help Enterprises
23	TCC Connector Project	City of Fresno Transportation Department
24	MLK Activity Center Street Improvements	City of Fresno
28	Southwest Offisite Improvements	
29	Mariposa Plaza	City of Fresno
30	Clean Energy Park & Play – Urban Greening & Playground	Early Readers PreSchool
31	Changing Lives with Trees in SW Fresno	City of Fresno
32	Yosemite Village Permaculture Community Garden and Urban Farm Incubator	Fresno Metro Ministries
33	Park @ MLK Magnet Core	City of Fresno
34	Inside Out Community Garden	Fresno Economic Opportunities Commission
35	Grocery Store, Distribution Center and Community Orchard	Fresno Food Commons
36	Fresno City College – West Fresno Satellite	State Center Community College District
37	West Fresno Advanced Transportation Technology Training Program	Fresno Area Workforce Investment Corporation
16 & 27	VOICE Gladiator Program	West Fresno Family Resource Center
15	Chinatown Urban Greening	City of Fresno
	Southwest Fresno Urban Greening	City of Fresno and USGBC Central California

EXHIBIT D

DISCLOSURE AND ACKNOWLEDGEMENT – CONFLICT OF INTEREST

TRANSFORM FRESNO OUTREACH & OVERSIGHT COMMITTEE

MEMBER

		YES*	NO
1	Are you currently in litigation with the City of Fresno or any of its agents?	<input type="checkbox"/>	<input type="checkbox"/>
2	Do you represent any firm, organization or person who is in litigation with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
3	Do you currently represent or perform work for any clients who do business with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are you or any of your principals, managers or professionals, owners or investors in a business which does business with the City of Fresno, or in a business which is in litigation with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
5	Are you or any of your principals, managers or professionals, related by blood or marriage to any City of Fresno employee who has any significant role in the subject matter of this service?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do you or any of your subcontractors have, or expect to have, any interest, direct or indirect, in any other contract in connection with this Project?	<input type="checkbox"/>	<input type="checkbox"/>

* If the answer to any question is yes, please explain in full below.

Explanation: _____

_____ Signature

_____ (name)

_____ (address)

_____ (city state zip)

Additional page(s) attached.

Acknowledgement

The City of Fresno conforms to the Political Reform Act's standards in determining whether a public official has a financial conflict of interest that is reasonably foreseeable and material. In the event of a conflict of interest, public officials will typically need to disqualify themselves from the decision. There are five types of financial interests as set forth below.

- Business Entity: A Member has a financial interest in a business entity where the Member, his spouse, or dependent children has invested \$2,000 or more. A Member also has a financial interest in a business entity for which the Member is a director, officer, partner, trustee, employee, or holds any position of management.
- Real Property: A Member has a financial interest in real property in which the Member, his spouse, dependent children, or an agent has invested \$2,000 or more. This may also include certain leasehold interests of terms more than a month. Conflict of interest rules regarding real property are broken into two categories:
 - Property within 500 feet of decision: A Member may not participate in the decision unless they have received written advice from the FPPC that the decision will have no measureable impact on the value of the Member's property.
 - Property outside 500 feet of decision: A Member must consider whether the decision "would cause a reasonably prudent person, using due care and consideration under the circumstances, to believe that the governmental decision was of such a nature that its reasonably foreseeable effect would influence the market value of the Member's property."
- Sources of Income: A Member has a financial interest in anyone, whether an individual or an organization, from whom the Member has received (or been promised) \$500 or more income within 12 months prior of the decision. A "source of income" includes a community interest in the spouse's income.
- Gifts: A Member has a financial interest in anyone, whether an individual or an organization, who has given gifts to the Member that total \$470 or more within 12 months prior to the decision. A "gift" is defined as any payment or other benefit that confers a personal benefit for which a public Member does not provide payment or services of equal or greater value. A gift includes a rebate or discount in the price of anything of value unless the rebate or discount is made in the regular course of business to members of the public.

- Personal Finances: A Member has a financial interest in decisions that affect the Member's personal expenses, income, assets, or liabilities, as well as those of the Member's immediate family.

I acknowledge that I have read and understand the above relating to typical financial interest in regards to a project, activity, entity, relationship or any other Transformative Climate Communities (TCC) program grant funded component.

Do you have a financial conflict of interest? Circle one.

Yes No

If you answered yes, please explain in full below.

Signature

Date

Name

Appendix D
Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE CITY OF FRESNO
AND PARTNERS REGARDING ADMINISTRATION OF GRANT FUNDING FROM
THE TRANSFORMATIVE CLIMATE COMMUNITIES PROGRAM**

This Memorandum of Understanding (MOU) is entered into on this 28th day of February, 2019, by and between the City of Fresno (City) and Community Partners, individually, as set forth in Exhibit C hereto (Partners). The MOU is entered into pursuant to the requirements of the 2017 Transformative Climate Communities (TCC) Program Final Guidelines Dated October 23, 2017 (Guidelines) to memorialize the collaborative stakeholder structure, legal and financial considerations governing the collaborative stakeholder structure, transparent decision-making processes, meeting facilitation procedures, and processes for involving community representatives in decision-making, resolving disputes, and procedure for adding or removing Partners.

RECITALS

WHEREAS, for Fiscal Year 2016/2017, the California Legislature has appropriated \$140 million for a new state grant program, the TCC Program (Grant); and

WHEREAS, funds have been appropriated to the Strategic Growth Council through the Governor's Office of Planning and Research by the Budget Act of 2016 (AB 1613; Section 4);

WHEREAS, as part of an initial rulemaking by the Strategic Growth Council on December 6, 2016, a minimum of \$70 million of that appropriation was allocated for the City of Fresno; and

WHEREAS, the Grant Guidelines indicate that community based organizations, local governments, nonprofit organizations, joint powers authorities, and other various entities are eligible applicants and may submit applications for funding a project area within an eligible city; and

WHEREAS, the Grant Guidelines require eligible applicants to form a Collaborative Stakeholder Structure to develop and submit applications based upon a shared vision and sign a Memorandum of Understanding that sets forth the governance of the organizational structure; and

WHEREAS, the Grant Guidelines require designation of one lead applicant and a number of Partners; and

WHEREAS, the City has been designated the Lead Applicant; and

WHEREAS, the City as Lead Applicant will enter into a Grant Agreement with the Strategic Growth Council and be responsible for compiling and submitting all invoices and reporting documents; and

WHEREAS, the City will be responsible for approving disbursement of Grant Funds to all Partners; and

WHEREAS, the City and Partners have submitted a full application for an Implementation Grant and

WHEREAS, in furtherance of that application, the City and Partners desire to enter into this MOU.

NOW, THEREFORE, in consideration of the promises set forth herein, the receipt and sufficiency of which is hereby acknowledged, the undersigned parties, as participants in the State of California's TCC Program administered through the Strategic Growth Council, hereby agree to the following terms and responsibilities for administration of the Grant Program as follows:

1. INCORPORATION OF RECITALS. The parties hereby affirm and incorporate by reference into this MOU the Recitals set forth above.
2. DEFINITIONS.
 - a. "City" shall mean the City of Fresno, its employees, agents, or other designees assigned by the City Manager or the Fresno City Council. For the purpose of the TCC Program, the City is the lead applicant and the grantee.
 - b. "Grant Term" shall mean a period of five years beginning from the date of execution of a Grant Agreement between the City and the Strategic Growth Council as well as for the term of any required reporting period of up to five additional years.
 - c. "Partner" shall mean all entities legally incorporated in the State of California that act together with the City for the purpose of supporting the implementation of the Project.
 - d. "Project" shall mean the development, venture, undertaking, task or work that Partner is to complete as generally described in the Master Grant Agreement entered into by the City of Fresno and the Strategic Growth Council. Partner shall complete the project substantially in the form and manner presented herein.
 - e. "Stakeholder" shall mean all members of the community with an interest in the successful implementation of the TCC program participating in the application, submission and implementation of TCC grant funds, including but not limited to the Implementation Committee, Outreach and Oversight Committee, and the Community Engagement Collaborative.
 - f. Except as otherwise defined herein, all capitalized terms shall be as defined in the TCC Program Guidelines.
3. TERM. The term of this MOU shall extend for the entirety of the Grant Term. This MOU shall remain in effect until all rights, duties and responsibilities of the parties are exhausted, except those provisions, by which the express terms or nature and context are intended to survive termination or expiration of this MOU.

4. COLLABORATIVE STAKEHOLDER STRUCTURE.

- a. Structure. The Collaborative Stakeholder Structure (CSS) will facilitate Stakeholder participation in the implementation of the TCC Proposal and includes the Lead Applicant, Partners, Outreach & Oversight Committee and local Fresno community stakeholders. The roles and responsibilities of each of these parties are described below and shown in Exhibit A.
- b. City of Fresno as the Lead Applicant is tasked with the responsibility of implementing the Grant Agreement with the Strategic Growth Council which includes compiling and submitting all invoices and reporting documents; monitoring transformative requirements, implementing the transformative plans which include community engagement, workforce development and displacement avoidance; serving as the primary fiscal agent; ensuring a fair, transparent, accountable, and participatory implementation process; and ensuring continuation of the public participation process structure of the CSS, including public meetings, public website, channels for receiving public comment via email, phone and in person.
- c. Partners. Partners shall be responsible for implementation of the transformative requirements and Project delivery, as well as evaluation and reporting for individual Projects.
 - i. Ensure delivery of Projects in accordance with Program Guidelines and Grant Agreement.
 - ii. Monitoring Transformative Requirements and indicator tracking and reporting.
 - iii. Providing Project-related information and data to the Third-Party Evaluator to identify additional indicators for tracking and monitoring based on selected Project types.
- d. Outreach and Oversight Committee. The Outreach and Oversight Committee is an advisory committee that shall be a resource for community collaboration and feedback, provide overall guidance on implementation and the transformative plans, and material changes to the Projects including major budget or programmatic changes.
 - i. The Outreach and Oversight Committee is made up of sixteen Committee Members (Members) represented by four members from Chinatown, four members from Downtown and eight members from Southwest Fresno.
 - ii. Current and replenishment Members are required to live, work, or own property in the Transform Fresno Community area as depicted in Exhibit B; cannot be a Partner; and must have held eligible voter status on the former Community Steering Committee,. Members will be required to disclose

any financial interests in Projects or Partner agencies through a conflict of interest disclosure substantially similar to the form set forth in Exhibit D. Member vacancies will be filled through nominations submitted to the Outreach & Oversight Committee via a publicly advertised process including but not limited to posting on the dedicated publically accessible website, flyers at community events and through communications efforts by the Outreach & Oversight Committee Members. Nominations will be reviewed for community leadership with preference given to Community Area residents, Community based groups, religious institutions, advocates, business owners, and community development corporations. Nominations will be voted on by existing Members based on a majority vote and appointments will be confirmed by the Mayor. The Mayor shall also appoint a Chair who will be responsible for facilitating the Committee meetings.

- iii. Members will serve a two year term but are eligible for reelection in accordance with the nomination and appointment process.

5. COMMUNITY OUTREACH. The Lead Applicant shall be responsible for organizing all committee meetings in coordination with the Outreach & Oversight Committee Members and Partners and according to the Community Engagement Plan of the Transform Fresno project.

a. Communication

- i. The Lead Applicant shall maintain a publicly accessible website with regular updates and information about both the overall grant program and all individual projects. The website shall include a section which provides the public opportunity to submit feedback or request information through an online contact form. All requests received by the Lead Applicant via the website online contact form will be responded to within 48 hours.
- ii. The Lead Applicant shall maintain a dedicated phone number and email address. All requests received via the phone number and email address will be responded to within 48 hours.
- iii. The Lead Applicant will establish a list of media outlets and contacts, and public places in consultation with the Outreach & Oversight Committee for distribution of materials and information for the public.

b. Meetings:

- i. Outreach & Oversight Committee Meetings: The Outreach & Oversight Committee shall set its meeting schedule to include open sessions on a quarterly basis that will be open to the public, held in ADA accessible locations in the project area and at times which are convenient to the public. Members of the Outreach & Oversight Committee and Partners will facilitate and are required to attend all quarterly meetings. The Quarterly meetings are a forum for community members and Stakeholders to receive verbal and written progress reports on implementation, project updates, and discuss questions, concerns, suggestions and comments about the TCC program.
- ii. Input from community members received in writing at the Quarterly meeting will be evaluated through the Outreach & Oversight Committee and reported back via the monthly newsletter and publically accessible website.
- iii. The Lead Applicant shall post agendas and meeting information on its publicly accessible website at least seventy-two hours before the convening of any public meeting and provide paper copies for attendees. Distributed materials for the Transform Fresno process are available upon request in paper format.
- iv. Meeting minutes for quarterly meetings shall be made accessible for public review within 10 business days of meeting date.
- v. Videos of each quarterly meeting shall be recorded and posted on the publicly accessible website within 10 business days of meeting date.
- vi. Sign in sheets will be created for all quarterly meetings and made accessible for public review within 10 business days of meeting date.
- vii. Services of an interpreter and additional accommodations such as assistive listening devices can be made available for public meetings. Requests for accommodations should be made more than five working days but no later than 48 hours prior to the scheduled meeting/event by contacting the Lead Applicant.

6. TRANSPARENT DECISION-MAKING PROCESS AND PROCESS FOR INVOLVING COMMUNITY REPRESENTATIVES IN DECISION MAKING.

- a. The Outreach & Oversight Committee shall collaborate and facilitate community input, including specified community groups during the administration of the Grant Program. The community

shall have a permanent and ongoing opportunity to provide feedback to the Outreach & Oversight Committee. The Outreach & Oversight Committee will provide overall guidance on implementation and the transformative plans but specifically on material changes to the Projects including material budget or programmatic changes. The Lead Applicant and all impacted Partners must consider in good faith the recommendations from the Outreach & Oversight Committee. It is the goal, but not a requirement, of the process to have the majority of recommendations or advisory statements to be supported by the majority of the Outreach & Oversight Committee members.

7. ADHERENCE TO REQUIREMENTS:

- a. Changes, additions, alterations and all other material changes to the Collaborative Stakeholder Structure , Transform Fresno Project, and TCC Funding activities such as the Transformative Plans will be processed in accordance with the terms of the TCC Program Guidelines and Master Grant Agreement.

8. DISPUTE RESOLUTION

- a. Disputes which arise out of the implementation of the projects will be facilitated by the Lead Applicant in consultation with the Outreach & Oversight Committee. Any material changes resulting from the disputes will be processed in accordance with Section 7 above.

9. LEGAL AND FINANCIAL CONSIDERATIONS.

- a. Fiscal Agent. The Fiscal Agent shall be the City. The City shall maintain legal, fiscal, and fiduciary responsibilities, including managing grant funds in accordance with State regulations, policies and guidelines. The City is responsible for the development and submission of all reports to the State and additional funding agencies, bookkeeping, accounting, and grant compliance services. The Lead Applicant will enter in a Master Grant Agreement with SGC which details the processes for the aforementioned considerations, the Lead Applicant will enter into Pass-Through agreements with each Partner to pass through necessary requirements from the SGC.

10. NONDISCRIMINATION. To the extent required by controlling federal, state and local law, the Lead Applicant, Partners, and Outreach & Oversight Committee (Parties) shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran

or veteran of the Vietnam era. Subject to the foregoing and during the performance of this Agreement, the Consultant agrees as follows:

- a. The Parties will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.
- b. The Parties will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. The Parties shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Such requirement shall apply to the Parties' employment practices including, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Parties agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.

11. COUNTERPARTS. This MOU may be executed in counterparts, each of which when executed and delivered will be deemed an original, and all of which together will constitute one instrument. The execution by any party hereto will not become effective until counterparts hereof have been executed by all parties hereto.


[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Agreement at Fresno, California, the day and year first above written.

"Lead Applicant"

CITY OF FRESNO,
A California municipal corporation

By



Wilma Quan-Schecter
City Manager

APPROVED AS TO FORM: DOUGLAS T.
SLOAN
City Attorney

By:



Tracy N. Parvanian
Senior Deputy City Attorney

Date 3-18-19

ATTEST:
YVONNE SPENCE, MMC CRM
City Clerk

By:



3/18/19
Deputy 

Addresses: CITY:
City of Fresno
Attention: Courtney Espinoza
Program Implementation Manager - Transform Fresno
City Manager's Office
2600 Fresno Street
Fresno, CA 93721
Phone: (559) 621-7913
FAX: (559) 457-1541

"Partner"

EARLY READERS PRESCHOOL

By: Jim Tate Hill

Name: Jim Tate Hill

Title: CEO
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
EARLY READERS PRESCHOOL
Attention: Jim Tate Hill, CEO
105 E. Meyers
Fresno, CA 93706

"Partner"

FOOD COMMONS FRESNO
COMMUNITY CORPORATION

By: 

Name: Warren King

Title: President

(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: 

Name: Blong Lee

Title: Secretary/Treasurer

(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FOOD COMMONS FRESNO
COMMUNITY CORPORATION
Attention: Warren King, President
202 Van Ness Avenue
Fresno, CA 93721

"Partner"

FRESNO AREA WORKFORCE
INVESTMENT CORPORATION,
A Non-profit corporation

By: Blake Konczal

Name: Blake Konczal

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO AREA WORKFORCE
INVESTMENT CORPORATION
Attention: Blake Konczal
Chief Executive Officer
2125 Kern Street, Suite 208
Fresno, CA 93721
Phone: (559) 490-7102
FAX: (559) 490-7199

"Partner"

FRESNO ECONOMIC OPPORTUNITIES
COMMISSION

By: 

Name: Brian Angus

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO ECONOMIC OPPORTUNITIES
COMMISSION
Attention: Brian Angus
Chief Executive Officer
1920 Mariposa Mall, Suite 300
Fresno, CA 93721

"Partner"

FRESNO METRO BLACK CHAMBER
FOUNDATION

By:  _____

Name: Tara Lynn Gray

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO METRO BLACK CHAMBER
FOUNDATION
Attention: Tara Lynn Gray
Chief Executive Officer
1444 Fulton Street, Suite 206
Fresno, CA 93721

“Partner”

FRESNO METRO MINISTRY

By: 

Name: Keith Bergthold

Title: Executive Director
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
FRESNO METRO MINISTRY
Attention: Keith Bergthold
Executive Director
4270 N. Blackstone Ave., #212
Fresno, CA 93726

"Partner"

GRID ALTERNATIVES CENTRALL
VALLEY

By:  _____

Name: Tom Esqueda

Title: Executive Director
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By:  _____

Name: Al Galvez

Title: Board President
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Jesse Arrequin, Development Officer

Partner:
GRID ALTERNATIVES CENTRAL
VALLEY
Attention: Tom Esqueda
Executive Director
4140 N. Brawley Avenue, Suite 108
Fresno, CA 93722

"Partner"

HOUSING AUTHORITY OF THE CITY OF
FRESNO, CALIFORNIA

By: 

Name: Preston Prince

Title: CEO/Executive Director
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
HOUSING AUTHORITY OF THE CITY OF
FRESNO, CALIFORNIA
Attention: Preston Prince
CEO/Execorutive Director
1331 Fulton Street
Fresno, CA 93721
Phone: (559) 443-8475

"Partner"

SELF-HELP ENTERPRISES

By: 

Name: Thomas J. Collishaw

Title: President/CEO

(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: 

Name: Kathryn L. Long-Pence
Chief Financial Officer

Title: _____

(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:

SELF-HELP ENTERPRISES
Attention: Thomas J. Collishaw
President/CEO
P.O. Box 6520
Visalia, CA 93290

"Partner"

STATE CENTER COMMUNITY
COLLEGE DISTRICT

By: 

Name: Christine Miktarian

Title: Vice Chancellor, Operations and
Information Systems

(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

Partner:
State Center Community College District
Attention: Christine Miktarian
1525 East Weldon
Fresno, CA 93704
Phone: (559) 244-5900

"Partner"

USGBC-Central California

By: _____

Name: Laura Gromis

Title: Executive Director
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: Mayuko Russell

Title: Treasurer Secretary
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
USGBC-Central California
Attention: Laura Gromis
Executive Director
2911 E. Barstow Ave, M/S OF 144
Fresno, CA 93740

“Partner”

YOUTH ACTION PROJECT

By:  _____

Name: Joseph Williams

Title: Chief Executive Officer
(If corporation or LLC., Board Chair,
Pres. or Vice Pres.)

By: _____

Name: _____

Title: _____
(If corporation or LLC., CFO,
Treasurer, Secretary or Assistant
Secretary)

REVIEWED BY:

Partner:
YOUTH ACTION PROJECT
Attention: Joseph Williams
Chief Executive Officer
696 S. Tippecanoe
San Bernardino, CA 92408
Phone: (909) 754-1068

EXHIBIT A

COLLABORATIVE STAKEHOLDER STRUCTURE

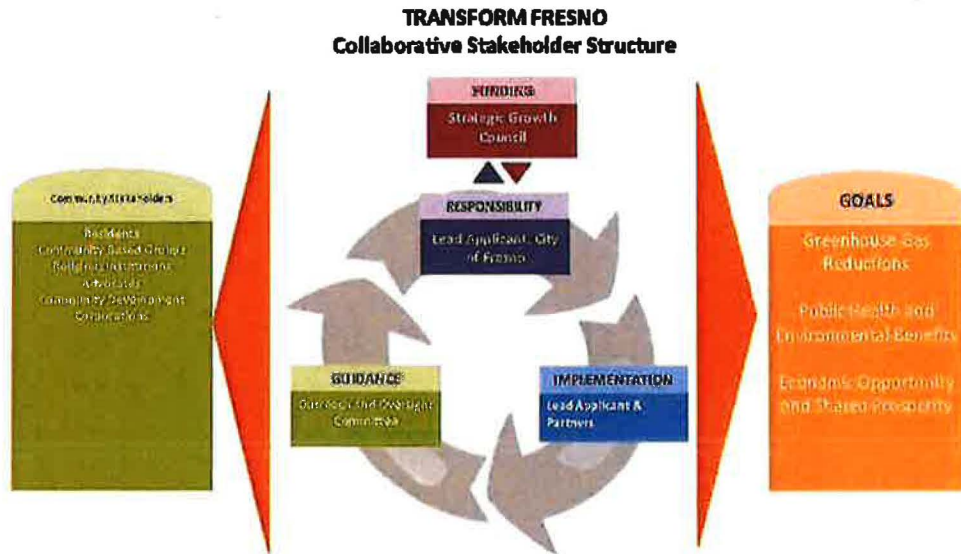
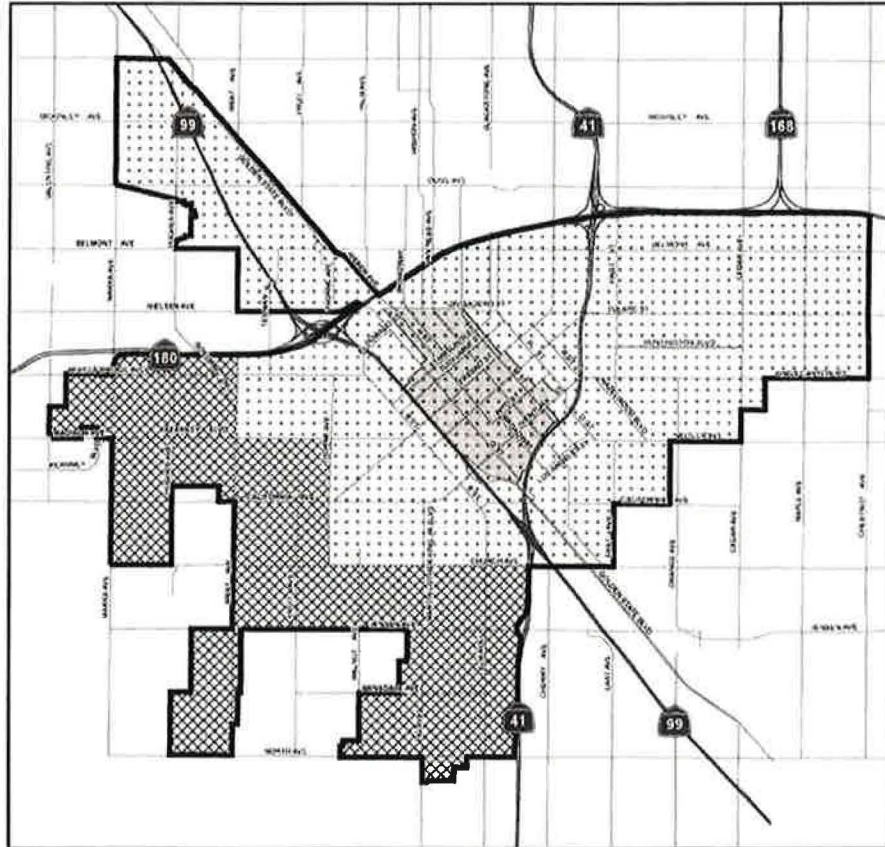


EXHIBIT B

COMMUNITY AREA MAP



Transform Fresno Community Area



FRESNO
Legend

- Community Area
- Downtown Neighborhoods Community Plan
- Fulton Corridor Specific Plan
- Southwest Fresno Specific Plan

Created August 2018

This map is believed to be an accurate representation of the City of Fresno GIS data; however, we make no warranties, either expressed or implied, for correctness of this data.

EXHIBIT C
LIST OF PARTNERS

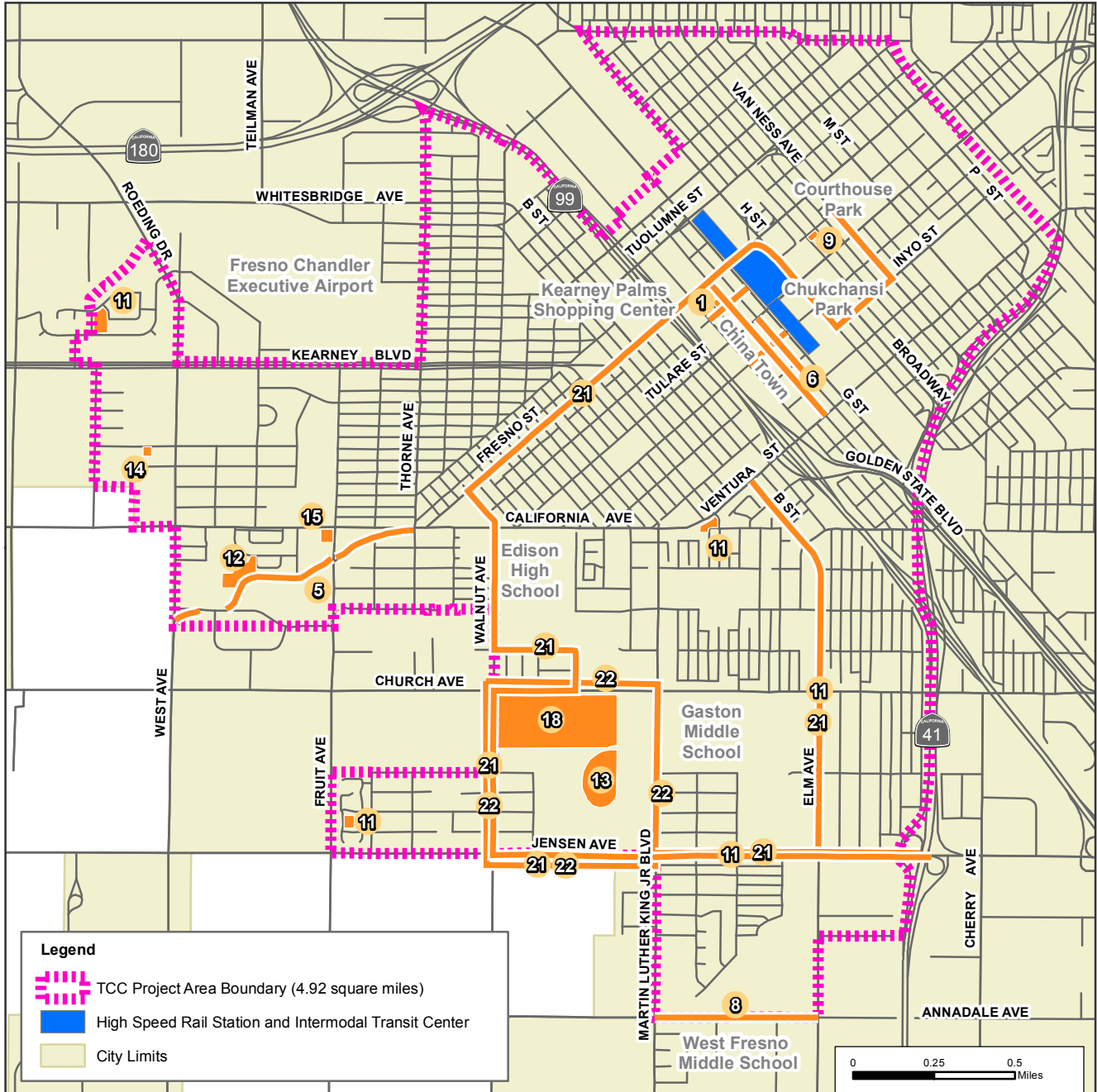
Project #	Project Name	Agency
2	Chinatown Mixed-Use Project @ HSR West Entrance (Fresno Housing Authority)	Fresno Housing Authority
11	Chinatown PBID	City of Fresno
12	EOC Partnership for Energy savings and GHG reductions in SW Fresno	Fresno Economic Opportunities Commission
13	GRID Alternatives Solar Renewable Energy Project	GRID Alternatives
19	Clean Shared Mobility Network	Fresno Metro Black Chamber of Commerce
22	Annadale Mode Shift Project	Self Help Enterprises
23	TCC Connector Project	City of Fresno Transportation Department
24	MLK Activity Center Street Improvements	City of Fresno
28	Mariposa Plaza	
29	Clean Energy Park & Play – Urban Greening & Playground	Early Readers PreSchool
30	Changing Lives with Trees in SW Fresno	City of Fresno
31	Yosemite Village Permaculture Community Garden and Urban Farm Incubator	Fresno Metro Ministries
32	Park @ MLK Magnet Core	City of Fresno
33	Inside Out Community Garden	Fresno Economic Opportunities Commission
34	Grocery Store, Distribution Center and Community Orchard	Fresno Food Commons
35	Fresno City College – West Fresno Satellite	State Center Community College District
36	West Fresno Advanced Transportation Technology Training Program	Fresno Area Workforce Investment Corporation
37	VOICE Gladiator Program	West Fresno Family Resource Center
16 & 27	Chinatown Urban Greening	City of Fresno
15	Southwest Fresno Urban Greening	City of Fresno and USGBC Central California

Appendix E
Transform Fresno Community Area



Transform Fresno Plan Projects

October 2019



Disclaimer: This map is believed to be an accurate representation of the City of Fresno GIS data, however we make no warranties either expressed or implied for correctness of this data.

- 01 - Chinatown Housing Project
- 05 - Southwest Fresno Trail
- 06 - Chinatown Urban Greening- Pedestrian Pathways, Lighting and Tree Planting
- 08 - Annadale Mode Shift
- 09 - Mariposa Plaza
- 11 - Southwest Urban Forest Expansion-Tree Planting
- 12 - Yosemite Village Permaculture Community Garden and Urban Farm
- 13 - Park at MLK Magnet Core
- 14 - Inside Out Community Garden
- 15,16,17- Southwest Fresno Community Food Hub
- 18 - Fresno City College: West Fresno Satellite
- 21 - TCC Connector - Enhanced Bus Service
- 22 - Southwest Offsite Improvements

The projects below do not have a specific location and are not depicted on the map.

- 02 - EOC Partnership for Energy Savings and GHG Reductions in SW Fresno
- 03 - GRID Solar Collaborative Single-Family Partnership
- 04 - GRID Solar Collaborative Multi-Family Partnership
- 07 - Clean Shared Mobility Network
- 19 - Chinatown Property Based Improvement District
- 20 - EOC Partnership for Energy Savings and GHG Reductions in SW Fresno:
- EFMP Plus-Up Vehicle Replacement and Incentives
- WDP - Workforce Development Truck Driver Training
- WDP - Workforce Development Welding Training

Document Path: \\GIS\GIS_2020\TCC_Project_SiteReview\TCC_Project_SiteReview.mxd

Appendix F
Standard Consultant Contract

**AGREEMENT
CITY OF FRESNO, CALIFORNIA
CONSULTANT SERVICES**

THIS AGREEMENT is made and entered into effective the [Day of the Month e.g., 1st] day of _____, [Year], by and between the CITY OF FRESNO, a California municipal corporation (CITY), and [Consultant Name], [Legal Identity] (CONSULTANT).

RECITALS

WHEREAS, CITY desires to obtain professional [Kind of Service] services for [Describe Project] (Project); and

WHEREAS, CONSULTANT is engaged in the business of furnishing services as a [Consultant's Profession] and hereby represents that it desires to and is professionally and legally capable of performing the services called for by this Agreement; and

WHEREAS, CONSULTANT acknowledges that this Agreement is subject to the requirements of Fresno Municipal Code Section 4-107 and Administrative Order No. 6-19; and

WHEREAS, this Agreement will be administered for CITY by its (Administrator) or designee.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and of the covenants, conditions, and premises hereinafter contained to be kept and performed by the respective parties, it is mutually agreed as follows:

1. Scope of Services. CONSULTANT shall perform to the satisfaction of CITY the services described in **Exhibit A**, including all work incidental to, or necessary to perform, such services even though not specifically described in **Exhibit A**.

2. Term of Agreement and Time for Performance. This Agreement shall be effective from the date first set forth above (Effective Date) and shall continue in full force and effect through [End Date], subject to any earlier termination in accordance with this Agreement. The services of CONSULTANT as described in **Exhibit A** are to commence upon the Effective Date and shall be completed in a sequence assuring expeditious completion, but in any event, all such services shall be completed prior to expiration of this Agreement and in accordance with any performance schedule set forth in **Exhibit A**.

3. Compensation.

(a) CONSULTANT'S sole compensation for satisfactory performance of all services required or rendered pursuant to this Agreement shall be a total fee not to exceed [Fee Amount: e.g. Five Hundred Dollars (\$500.00)], paid on the basis of the rates set forth in the schedule of fees and expenses contained in **Exhibit A**.

(b) Detailed statements shall be rendered monthly for services performed in the preceding month and will be payable in the normal course of CITY business. CITY shall not be obligated to reimburse any expense for which it has not

received a detailed invoice with applicable copies of representative and identifiable receipts or records substantiating such expense.

(c) The parties may modify this Agreement to increase or decrease the scope of services or provide for the rendition of services not required by this Agreement, which modification shall include an adjustment to CONSULTANT'S compensation. Any change in the scope of services must be made by written amendment to the Agreement signed by an authorized representative for each party. CONSULTANT shall not be entitled to any additional compensation if services are performed prior to a signed written amendment.

4. Termination, Remedies and Force Majeure.

(a) This Agreement shall terminate without any liability of CITY to CONSULTANT upon the earlier of: (i) CONSULTANT'S filing for protection under the federal bankruptcy laws, or any bankruptcy petition or petition for receiver commenced by a third party against CONSULTANT; (ii) 7 calendar days prior written notice with or without cause by CITY to CONSULTANT; (iii) CITY'S non-appropriation of funds sufficient to meet its obligations hereunder during any CITY fiscal year of this Agreement, or insufficient funding for the Project; or (iv) expiration of this Agreement.

(b) Immediately upon any termination or expiration of this Agreement, CONSULTANT shall (i) immediately stop all work hereunder; (ii) immediately cause any and all of its subcontractors to cease work; and (iii) return to CITY any and all unearned payments and all properties and materials in the possession of CONSULTANT that are owned by CITY. Subject to the terms of this Agreement, CONSULTANT shall be paid compensation for services satisfactorily performed prior to the effective date of termination. CONSULTANT shall not be paid for any work or services performed or costs incurred which reasonably could have been avoided.

(c) In the event of termination due to failure of CONSULTANT to satisfactorily perform in accordance with the terms of this Agreement, CITY may withhold an amount that would otherwise be payable as an offset to, but not in excess of, CITY'S damages caused by such failure. In no event shall any payment by CITY pursuant to this Agreement constitute a waiver by CITY of any breach of this Agreement which may then exist on the part of CONSULTANT, nor shall such payment impair or prejudice any remedy available to CITY with respect to the breach.

(d) Upon any breach of this Agreement by CONSULTANT, CITY may (i) exercise any right, remedy (in contract, law or equity), or privilege which may be available to it under applicable laws of the State of California or any other applicable law; (ii) proceed by appropriate court action to enforce the terms of the Agreement; and/or (iii) recover all direct, indirect, consequential, economic and incidental damages for the breach of the Agreement. If it is determined that CITY improperly terminated this Agreement for default, such termination shall be deemed a termination for convenience.

(e) CONSULTANT shall provide CITY with adequate written assurances of future performance, upon Administrator's request, in the event CONSULTANT fails to comply with any terms or conditions of this Agreement.

(f) CONSULTANT shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of CONSULTANT and without its fault or negligence such as, acts of God or the public enemy, acts of CITY in its contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. CONSULTANT shall notify Administrator in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, and shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to Administrator of the cessation of such occurrence.

5. Confidential Information and Ownership of Documents.

(a) Any reports, information, or other data prepared or assembled by CONSULTANT pursuant to this Agreement shall not be made available to any individual or organization by CONSULTANT without the prior written approval of the Administrator. During the term of this Agreement, and thereafter, CONSULTANT shall not, without the prior written consent of CITY, disclose to anyone any Confidential Information. The term Confidential Information for the purposes of this Agreement shall include all proprietary and confidential information of CITY, including but not limited to business plans, marketing plans, financial information, materials, compilations, documents, instruments, models, source or object codes and other information disclosed or submitted, orally, in writing, or by any other medium or media. All Confidential Information shall be and remain confidential and proprietary in CITY.

(b) Any and all writings and documents prepared or provided by CONSULTANT pursuant to this Agreement are the property of CITY at the time of preparation and shall be turned over to CITY upon expiration or termination of the Agreement. CONSULTANT shall not permit the reproduction or use thereof by any other person except as otherwise expressly provided herein.

(c) If CONSULTANT should subcontract all or any portion of the services to be performed under this Agreement, CONSULTANT shall cause each subcontractor to also comply with the requirements of this Section 5.

(d) This Section 5 shall survive expiration or termination of this Agreement.

6. Professional Skill. It is further mutually understood and agreed by and between the parties hereto that inasmuch as CONSULTANT represents to CITY that CONSULTANT and its subcontractors, if any, are skilled in the profession and shall perform in accordance with the standards of said profession necessary to perform the services agreed to be done by it under this Agreement, CITY relies upon the skill of CONSULTANT and any subcontractors to do and perform such services in a skillful manner and CONSULTANT agrees to thus perform the services and require the same of any subcontractors. Therefore, any acceptance of such services by CITY shall not operate as a release of CONSULTANT or any subcontractors from said professional standards.

7. Indemnification. To the furthest extent allowed by law, CONSULTANT shall indemnify, hold harmless and defend CITY and each of its officers, officials,

employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage), and from any and all claims, demands and actions in law or equity (including reasonable attorney's fees and litigation expenses) that arise out of, pertain to, or relate to the negligence, recklessness or willful misconduct of CONSULTANT, its principals, officers, employees, agents or volunteers in the performance of this Agreement.

If CONSULTANT should subcontract all or any portion of the services to be performed under this Agreement, CONSULTANT shall require each subcontractor to indemnify, hold harmless and defend CITY and each of its officers, officials, employees, agents and volunteers in accordance with the terms of the preceding paragraph.

This section shall survive termination or expiration of this Agreement.

8. Insurance.

(a) Throughout the life of this Agreement, CONSULTANT shall pay for and maintain in full force and effect all insurance as required in **Exhibit B**, which is incorporated into and part of this Agreement, with an insurance company(ies) either (i) admitted by the California Insurance Commissioner to do business in the State of California and rated no less than "A-VII" in the Best's Insurance Rating Guide, or (ii) as may be authorized in writing by CITY'S Risk Manager or designee at any time and in his/her sole discretion. The required policies of insurance as stated in **Exhibit B** shall maintain limits of liability of not less than those amounts stated therein. However, the insurance limits available to CITY, its officers, officials, employees, agents and volunteers as additional insureds, shall be the greater of the minimum limits specified therein or the full limit of any insurance proceeds to the named insured.

(b) If at any time during the life of the Agreement or any extension, CONSULTANT or any of its subcontractors/sub-consultants fail to maintain any required insurance in full force and effect, all services and work under this Agreement shall be discontinued immediately, and all payments due or that become due to CONSULTANT shall be withheld until notice is received by CITY that the required insurance has been restored to full force and effect and that the premiums therefore have been paid for a period satisfactory to CITY. Any failure to maintain the required insurance shall be sufficient cause for CITY to terminate this Agreement. No action taken by CITY pursuant to this section shall in any way relieve CONSULTANT of its responsibilities under this Agreement. The phrase "fail to maintain any required insurance" shall include, without limitation, notification received by CITY that an insurer has commenced proceedings, or has had proceedings commenced against it, indicating that the insurer is insolvent.

(c) The fact that insurance is obtained by CONSULTANT shall not be deemed to release or diminish the liability of CONSULTANT, including, without limitation, liability under the indemnity provisions of this Agreement. The duty to indemnify CITY shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by CONSULTANT. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of

CONSULTANT, its principals, officers, agents, employees, persons under the supervision of CONSULTANT, vendors, suppliers, invitees, consultants, sub-consultants, subcontractors, or anyone employed directly or indirectly by any of them.

(d) If CONSULTANT should subcontract all or any portion of the services to be performed under this Agreement, CONSULTANT shall require each subcontractor/sub-consultant to provide insurance protection, as an additional insured, to the CITY and each of its officers, officials, employees, agents and volunteers in accordance with the terms of this section, except that any required certificates and applicable endorsements shall be on file with CONSULTANT and CITY prior to the commencement of any services by the subcontractor. CONSULTANT and any subcontractor/sub-consultant shall establish additional insured status for CITY, its officers, officials, employees, agents and volunteers by using Insurance Service Office (ISO) form CG 20 10 11 85 or both CG 20 10 10 01 and CG 20 37 10 01 or by an executed manuscript company endorsement providing additional insured status as broad as that contained in ISO Form CG 20 10 11 85.

9. Conflict of Interest and Non-Solicitation.

(a) Prior to CITY'S execution of this Agreement, CONSULTANT shall complete a City of Fresno conflict of interest disclosure statement in the form as set forth in **Exhibit C**. During the term of this Agreement, CONSULTANT shall have the obligation and duty to immediately notify CITY in writing of any change to the information provided by CONSULTANT in such statement.

(b) CONSULTANT shall comply, and require its subcontractors to comply, with all applicable (i) professional canons and requirements governing avoidance of impermissible client conflicts; and (ii) federal, state and local conflict of interest laws and regulations including, without limitation, California Government Code Section 1090 et. seq., the California Political Reform Act (California Government Code Section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations Section 18700 et. seq.). At any time, upon written request of CITY, CONSULTANT shall provide a written opinion of its legal counsel and that of any subcontractor that, after a due diligent inquiry, CONSULTANT and the respective subcontractor(s) are in full compliance with all laws and regulations. CONSULTANT shall take, and require its subcontractors to take, reasonable steps to avoid any appearance of a conflict of interest. Upon discovery of any facts giving rise to the appearance of a conflict of interest, CONSULTANT shall immediately notify CITY of these facts in writing.

(c) In performing the work or services to be provided hereunder, CONSULTANT shall not employ or retain the services of any person while such person either is employed by CITY or is a member of any CITY council, commission, board, committee, or similar CITY body. This requirement may be waived in writing by the City Manager, if no actual or potential conflict is involved.

(d) CONSULTANT represents and warrants that it has not paid or agreed to pay any compensation, contingent or otherwise, direct or indirect, to solicit or procure this Agreement or any rights/benefits hereunder.

(e) Neither CONSULTANT, nor any of CONSULTANT'S subcontractors performing any services on this Project, shall bid for, assist anyone in the preparation of a bid for, or perform any services pursuant to, any other contract in connection with this Project unless fully disclosed to and approved by the City Manager, in advance and in writing. CONSULTANT and any of its subcontractors shall have no interest, direct or indirect, in any other contract with a third party in connection with this Project unless such interest is in accordance with all applicable law and fully disclosed to and approved by the City Manager, in advance and in writing. Notwithstanding any approval given by the City Manager under this provision, CONSULTANT shall remain responsible for complying with Section 9(b), above.

(f) If CONSULTANT should subcontract all or any portion of the work to be performed or services to be provided under this Agreement, CONSULTANT shall include the provisions of this Section 9 in each subcontract and require its subcontractors to comply therewith.

(g) This Section 9 shall survive expiration or termination of this Agreement.

10. Recycling Program. In the event CONSULTANT maintains an office or operates a facility(ies), or is required herein to maintain or operate same, within the incorporated limits of the City of Fresno, CONSULTANT at its sole cost and expense shall:

- (i) Immediately establish and maintain a viable and ongoing recycling program, approved by CITY'S Solid Waste Management Division, for each office and facility. Literature describing CITY recycling programs is available from CITY'S Solid Waste Management Division and by calling City of Fresno Recycling Hotline at (559) 621-1111.
- (ii) Immediately contact CITY'S Solid Waste Management Division at (559) 621-1452 and schedule a free waste audit, and cooperate with such Division in their conduct of the audit for each office and facility.
- (iii) Cooperate with and demonstrate to the satisfaction of CITY'S Solid Waste Management Division the establishment of the recycling program in paragraph (i) above and the ongoing maintenance thereof.

11. General Terms.

(a) Except as otherwise provided by law, all notices expressly required of CITY within the body of this Agreement, and not otherwise specifically provided for, shall be effective only if signed by the Administrator or designee.

(b) Records of CONSULTANT'S expenses pertaining to the Project shall be kept on a generally recognized accounting basis and shall be available to CITY or its authorized representatives upon request during regular business hours throughout the life of this Agreement and for a period of three years after final payment or, if longer, for any period required by law. In addition, all books, documents, papers, and records of CONSULTANT pertaining to the Project shall be available for the purpose of making audits, examinations, excerpts, and transcriptions for the same period of time. If any litigation, claim, negotiations, audit or other action is commenced before the expiration

of said time period, all records shall be retained and made available to CITY until such action is resolved, or until the end of said time period whichever shall later occur. If CONSULTANT should subcontract all or any portion of the services to be performed under this Agreement, CONSULTANT shall cause each subcontractor to also comply with the requirements of this paragraph. This Section 11(b) shall survive expiration or termination of this Agreement.

(c) Prior to execution of this Agreement by CITY, CONSULTANT shall have provided evidence to CITY that CONSULTANT is licensed to perform the services called for by this Agreement (or that no license is required). If CONSULTANT should subcontract all or any portion of the work or services to be performed under this Agreement, CONSULTANT shall require each subcontractor to provide evidence to CITY that subcontractor is licensed to perform the services called for by this Agreement (or that no license is required) before beginning work.

12. Nondiscrimination. To the extent required by controlling federal, state and local law, CONSULTANT shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Subject to the foregoing and during the performance of this Agreement, CONSULTANT agrees as follows:

(a) CONSULTANT will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.

(b) CONSULTANT will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. CONSULTANT shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Such requirement shall apply to CONSULTANT'S employment practices including, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.

(c) CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of CONSULTANT in pursuit hereof, state that all

qualified applicants will receive consideration for employment without regard to race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era.

(d) CONSULTANT will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice advising such labor union or workers' representatives of CONSULTANT'S commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(e) If CONSULTANT should subcontract all or any portion of the services to be performed under this Agreement, CONSULTANT shall cause each subcontractor to also comply with the requirements of this Section 12.

13. Independent Contractor.

(a) In the furnishing of the services provided for herein, CONSULTANT is acting solely as an independent contractor. Neither CONSULTANT, nor any of its officers, agents or employees shall be deemed an officer, agent, employee, joint venturer, partner or associate of CITY for any purpose. CITY shall have no right to control or supervise or direct the manner or method by which CONSULTANT shall perform its work and functions. However, CITY shall retain the right to administer this Agreement so as to verify that CONSULTANT is performing its obligations in accordance with the terms and conditions thereof.

(b) This Agreement does not evidence a partnership or joint venture between CONSULTANT and CITY. CONSULTANT shall have no authority to bind CITY absent CITY'S express written consent. Except to the extent otherwise provided in this Agreement, CONSULTANT shall bear its own costs and expenses in pursuit thereof.

(c) Because of its status as an independent contractor, CONSULTANT and its officers, agents and employees shall have absolutely no right to employment rights and benefits available to CITY employees. CONSULTANT shall be solely liable and responsible for all payroll and tax withholding and for providing to, or on behalf of, its employees all employee benefits including, without limitation, health, welfare and retirement benefits. In addition, together with its other obligations under this Agreement, CONSULTANT shall be solely responsible, indemnify, defend and save CITY harmless from all matters relating to employment and tax withholding for and payment of CONSULTANT'S employees, including, without limitation, (i) compliance with Social Security and unemployment insurance withholding, payment of workers' compensation benefits, and all other laws and regulations governing matters of employee withholding, taxes and payment; and (ii) any claim of right or interest in CITY employment benefits, entitlements, programs and/or funds offered employees of CITY whether arising by reason of any common law, de facto, leased, or co-employee rights or other theory. It is acknowledged that during the term of this Agreement, CONSULTANT may be providing services to others unrelated to CITY or to this Agreement.

14. Notices. Any notice required or intended to be given to either party under the terms of this Agreement shall be in writing and shall be deemed to be duly given if delivered personally, transmitted by facsimile followed by telephone confirmation of receipt, or sent by United States registered or certified mail, with postage prepaid, return receipt requested, addressed to the party to which notice is to be given at the party's address set forth on the signature page of this Agreement or at such other address as the parties may from time to time designate by written notice. Notices served by United States mail in the manner above described shall be deemed sufficiently served or given at the time of the mailing thereof.

15. Binding. Subject to Section 16, below, once this Agreement is signed by all parties, it shall be binding upon, and shall inure to the benefit of, all parties, and each parties' respective heirs, successors, assigns, transferees, agents, servants, employees and representatives.

16. Assignment.

(a) This Agreement is personal to CONSULTANT and there shall be no assignment by CONSULTANT of its rights or obligations under this Agreement without the prior written approval of the City Manager or designee. Any attempted assignment by CONSULTANT, its successors or assigns, shall be null and void unless approved in writing by the City Manager or designee.

(b) CONSULTANT hereby agrees not to assign the payment of any monies due CONSULTANT from CITY under the terms of this Agreement to any other individual(s), corporation(s) or entity(ies). CITY retains the right to pay any and all monies due CONSULTANT directly to CONSULTANT.

17. Compliance With Law. In providing the services required under this Agreement, CONSULTANT shall at all times comply with all applicable laws of the United States, the State of California and CITY, and with all applicable regulations promulgated by federal, state, regional, or local administrative and regulatory agencies, now in force and as they may be enacted, issued, or amended during the term of this Agreement.

18. Waiver. The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement. No provisions of this Agreement may be waived unless in writing and signed by all parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.

19. Governing Law and Venue. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California, excluding, however, any conflict of laws rule which would apply the law of another jurisdiction. Venue for purposes of the filing of any action regarding the enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Fresno County, California.

20. Headings. The section headings in this Agreement are for convenience and reference only and shall not be construed or held in any way to explain, modify or add to the interpretation or meaning of the provisions of this Agreement.

21. Severability. The provisions of this Agreement are severable. The invalidity, or unenforceability of any one provision in this Agreement shall not affect the other provisions.

22. Interpretation. The parties acknowledge that this Agreement in its final form is the result of the combined efforts of the parties and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor of or against either party, but rather by construing the terms in accordance with their generally accepted meaning.

23. Attorney's Fees. If either party is required to commence any proceeding or legal action to enforce or interpret any term, covenant or condition of this Agreement, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorney's fees and legal expenses.

24. Exhibits. Each exhibit and attachment referenced in this Agreement is, by the reference, incorporated into and made a part of this Agreement.

25. Precedence of Documents. In the event of any conflict between the body of this Agreement and any Exhibit or Attachment hereto, the terms and conditions of the body of this Agreement shall control and take precedence over the terms and conditions expressed within the Exhibit or Attachment. Furthermore, any terms or conditions contained within any Exhibit or Attachment hereto which purport to modify the allocation of risk between the parties, provided for within the body of this Agreement, shall be null and void.

26. Cumulative Remedies. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.

27. No Third Party Beneficiaries. The rights, interests, duties and obligations defined within this Agreement are intended for the specific parties hereto as identified in the preamble of this Agreement. Notwithstanding anything stated to the contrary in this Agreement, it is not intended that any rights or interests in this Agreement benefit or flow to the interest of any third parties.

28. Extent of Agreement. Each party acknowledges that they have read and fully understand the contents of this Agreement. This Agreement represents the entire and integrated agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be modified only by written instrument duly authorized and executed by both CITY and CONSULTANT.

[Signatures follow on the next page.]

IN WITNESS WHEREOF, the parties have executed this Agreement at Fresno, California, the day and year first above written.

CITY OF FRESNO,
a California municipal corporation

[Consultant Name],
[Legal Identity]

By: _____
[Name],
[Title]

By: _____
Name: _____

ATTEST:
YVONNE SPENCE, CMC
City Clerk

Title: _____
(If corporation or LLC., Board
Chair, Pres. or Vice Pres.)

By: _____
Deputy

By: _____
Name: _____

APPROVED AS TO FORM:
City Attorney's Office

Title: _____
(If corporation or LLC., CFO, Treasurer,
Secretary or Assistant Secretary)

By: _____
[Name] Date
Deputy City Attorney

Any Applicable Professional License:
Number: _____
Name: _____
Date of Issuance: _____

Addresses:

CITY:
City of Fresno
Attention: [Name],
[Title]
[Street Address]
Fresno, CA [Zip]
Phone: (559) [#]
FAX: (559) [#]

CONSULTANT:
[Consultant Name]
Attention: [Name],
[Title]
[Street Address]
[City, State Zip]
Phone: [area code and #]
FAX: [area code and #]

Attachments:

1. Exhibit A - Scope of Services
2. Exhibit B - Insurance Requirements
3. Exhibit C - Conflict of Interest Disclosure Form

Exhibit A

SCOPE OF SERVICES

**Consultant Service Agreement between City of Fresno (CITY)
and [Consultant Name] (CONSULTANT)**

[Project Title]

[Describe Scope of Service]

SCHEDULE OF FEES AND EXPENSES

[Schedule of Fees and Expenses]

Exhibit B

INSURANCE REQUIREMENTS **Consultant Service Agreement between City of Fresno (CITY)** **and [Consultant Name] (CONSULTANT)** [Project Title]

MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. The most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, providing liability coverage arising out of your business operations. The Commercial General Liability policy shall be written on an occurrence form and shall provide coverage for “bodily injury,” “property damage” and “personal and advertising injury” with coverage for premises and operations (including the use of owned and non-owned equipment), products and completed operations, and contractual liability (including, without limitation, indemnity obligations under the Agreement) with limits of liability not less than those set forth under “Minimum Limits of Insurance.”
2. The most current version of ISO *Commercial Auto Coverage Form CA 00 01, providing liability coverage arising out of the ownership, maintenance or use of automobiles in the course of your business operations. The Automobile Policy shall be written on an occurrence form and shall provide coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1- Any Auto). If personal automobile coverage is used, the CITY, its officers, officials, employees, agents, and volunteers are to be listed as additional insureds.
3. Workers’ Compensation insurance as required by the State of California and Employer’s Liability Insurance.
4. Professional Liability (Errors and Omissions) insurance appropriate to CONSULTANT’s profession. Architect’s and engineer’s coverage is to be endorsed to include contractual liability.

MINIMUM LIMITS OF INSURANCE

CONSULTANT, or any party the CONSULTANT subcontracts with, shall maintain limits of liability of not less than those set forth below. However, insurance limits available to CITY, its officers, officials, employees, agents, and volunteers as additional insureds, shall be the greater of the minimum limits specified herein or the full limit of any insurance proceeds available to the named insured:

1. **COMMERCIAL GENERAL LIABILITY:**
 - (i) \$1,000,000 per occurrence for bodily injury and property damage;
 - (ii) \$1,000,000 per occurrence for personal and advertising injury;
 - (iii) \$2,000,000 aggregate for products and completed operations; and,

- (iv) \$2,000,000 general aggregate applying separately to the work performed under the Agreement.
- 2. **COMMERCIAL AUTOMOBILE LIABILITY:**
\$1,000,000 per accident for bodily injury and property damage.
- 3. **WORKERS' COMPENSATION INSURANCE** as required by the State of California with statutory limits.
- 4. **EMPLOYER'S LIABILITY:**
 - (i) \$1,000,000 each accident for bodily injury;
 - (ii) \$1,000,000 disease each employee; and,
 - (iii) \$1,000,000 disease policy limit.
- 5. **PROFESSIONAL LIABILITY** (Errors and Omissions):
 - (i) \$1,000,000 per claim/occurrence; and,
 - (ii) \$2,000,000 policy aggregate.

UMBRELLA OR EXCESS INSURANCE

In the event CONSULTANT purchases an Umbrella or Excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies). In addition, such Umbrella or Excess insurance policy(ies) shall also apply on a primary and non-contributory basis for the benefit of the CITY, its officers, officials, employees, agents, and volunteers.

DEDUCTIBLES AND SELF-INSURED RETENTIONS

CONSULTANT shall be responsible for payment of any deductibles contained in any insurance policy(ies) required herein and CONSULTANT shall also be responsible for payment of any self-insured retentions. Any deductibles or self-insured retentions must be declared to on the Certificate of Insurance, and approved by, the CITY's Risk Manager or designee. At the option of the CITY's Risk Manager or designee, either:

- (i) The insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CITY, its officers, officials, employees, agents, and volunteers; or
- (ii) CONSULTANT shall provide a financial guarantee, satisfactory to CITY's Risk Manager or designee, guaranteeing payment of losses and related investigations, claim administration and defense expenses. At no time shall CITY be responsible for the payment of any deductibles or self-insured retentions.

OTHER INSURANCE PROVISIONS/ENDORSEMENTS

The General Liability and Automobile Liability insurance policies are to contain, or be endorsed to contain, the following provisions:

- 1. CITY, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds. CONSULTANT shall establish additional insured status for the City and for all ongoing and completed operations by

use of ISO Form CG 20 10 11 85 or both CG 20 10 10 01 and CG 20 37 10 01 or by an executed manuscript insurance company endorsement providing additional insured status as broad as that contained in ISO Form CG 20 10 11 85.

2. The coverage shall contain no special limitations on the scope of protection afforded to CITY, its officers, officials, employees, agents, and volunteers. Any available insurance proceeds in excess of the specified minimum limits and coverage shall be available to the Additional Insured.
3. For any claims relating to this Agreement, CONSULTANT's insurance coverage shall be primary insurance with respect to the CITY, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the CITY, its officers, officials, employees, agents, and volunteers shall be excess of CONSULTANT's insurance and shall not contribute with it. CONSULTANT shall establish primary and non-contributory status by using ISO Form CG 20 01 04 13 or by an executed manuscript insurance company endorsement that provides primary and non-contributory status as broad as that contained in ISO Form CG 20 01 04 13.

The Workers' Compensation insurance policy is to contain, or be endorsed to contain, the following provision: CONSULTANT and its insurer shall waive any right of subrogation against CITY, its officers, officials, employees, agents, and volunteers.

If the Professional Liability (Errors and Omissions) insurance policy is written on a claims-made form:

1. The retroactive date must be shown, and must be before the effective date of the Agreement or the commencement of work by CONSULTANT.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement work or termination of the Agreement, whichever occurs first, or, in the alternative, the policy shall be endorsed to provide not less than a five (5) year discovery period.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of the Agreement or the commencement of work by CONSULTANT, CONSULTANT must purchase "extended reporting" coverage for a minimum of five (5) years completion of the Agreement work or termination of the Agreement, whichever occurs first.
4. A copy of the claims reporting requirements must be submitted to CITY for review.
5. These requirements shall survive expiration or termination of the Agreement.

All policies of insurance required herein shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after thirty

(30) calendar days written notice by certified mail, return receipt requested, has been given to CITY. CONSULTANT is also responsible for providing written notice to the CITY under the same terms and conditions. Upon issuance by the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in limits, CONSULTANT shall furnish CITY with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for CITY, CONSULTANT shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than fifteen (15) calendar days prior to the expiration date of the expiring policy.

Should any of the required policies provide that the defense costs are paid within the Limits of Liability, thereby reducing the available limits by any defense costs, then the requirement for the Limits of Liability of these policies will be twice the above stated limits.

The fact that insurance is obtained by CONSULTANT shall not be deemed to release or diminish the liability of CONSULTANT, including, without limitation, liability under the indemnity provisions of this Agreement. The policy limits do not act as a limitation upon the amount of indemnification to be provided by CONSULTANT. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of CONSULTANT, its principals, officers, agents, employees, persons under the supervision of CONSULTANT, vendors, suppliers, invitees, consultants, sub-consultants, subcontractors, or anyone employed directly or indirectly by any of them.

SUBCONTRACTORS - If CONSULTANT subcontracts any or all of the services to be performed under this Agreement, CONSULTANT shall require, at the discretion of the CITY Risk Manager or designee, subcontractor(s) to enter into a separate Side Agreement with the City to provide required indemnification and insurance protection. Any required Side Agreement(s) and associated insurance documents for the subcontractor must be reviewed and preapproved by CITY Risk Manager or designee. If no Side Agreement is required, CONSULTANT will be solely responsible for ensuring that its subcontractors maintain insurance coverage at levels no less than those required by applicable law and is customary in the relevant industry.

VERIFICATION OF COVERAGE

CONSULTANT shall furnish CITY with all certificate(s) and **applicable endorsements** effecting coverage required hereunder. All certificates and **applicable endorsements** are to be received and approved by the CITY'S Risk Manager or his/her designee prior to CITY'S execution of the Agreement and before work commences. All non-ISO endorsements amending policy coverage shall be executed by a licensed and authorized agent or broker. Upon request of CITY, CONSULTANT shall immediately furnish City with a complete copy of any insurance policy required under this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and correct copy of the original policy. This requirement shall survive expiration or termination of this Agreement.

Exhibit C

DISCLOSURE OF CONFLICT OF INTEREST

[Project Title]

		YES*	NO
1	Are you currently in litigation with the City of Fresno or any of its agents?	<input type="checkbox"/>	<input type="checkbox"/>
2	Do you represent any firm, organization or person who is in litigation with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
3	Do you currently represent or perform work for any clients who do business with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are you or any of your principals, managers or professionals, owners or investors in a business which does business with the City of Fresno, or in a business which is in litigation with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
5	Are you or any of your principals, managers or professionals, related by blood or marriage to any City of Fresno employee who has any significant role in the subject matter of this service?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do you or any of your subcontractors have, or expect to have, any interest, direct or indirect, in any other contract in connection with this Project?	<input type="checkbox"/>	<input type="checkbox"/>
* If the answer to any question is yes, please explain in full below.			

Explanation: _____

 Signature

 Date

 (name)

 (company)

 (address)

 (city state zip)

Additional page(s) attached.

**Appendix G
Conflict of Interest**

**Disclosure and Acknowledgement
Transform Fresno Community Partner**

		YES*	NO
1	Are you currently in litigation with the City of Fresno or any of its agents?	<input type="checkbox"/>	<input type="checkbox"/>
2	Do you represent any firm, organization or person who is in litigation with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
3	Do you currently represent or perform work for any clients who do business with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are you or any of your principals, managers or professionals, owners or investors in a business which does business with the City of Fresno, or in a business which is in litigation with the City of Fresno?	<input type="checkbox"/>	<input type="checkbox"/>
5	Are you or any of your principals, managers or professionals, related by blood or marriage to any City of Fresno employee who has any significant role in the subject matter of this service?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do you or any of your subcontractors have, or expect to have, any interest, direct or indirect, in any other contract in connection with this Project?	<input type="checkbox"/>	<input type="checkbox"/>
* If the answer to any question is yes, please explain in full below.			

Explanation: _____

Signature

(name)

(address)

(city state zip)

Appendix H
Organizational Chart for Community Engagement Plan Implementation

Community Engagement Plan Implementation Structure

Program
Implementation
Manager
(City of Fresno)

Prime
Community Partner

Tasks

- Coordinate Community Meetings
- Coordinate Translation Services
- Provide Community Engagement Updates
- Coordinate Community Partners
- Produce and send text/email updates
- Produce Quarterly Newsletters

Data and
Reporting
Community
Partner

Tasks

- Coordinate with PRIME
- Coordinate with Partners for Data Gathering
- Coordinate with Evaluation Team
- Provide Semi-Annual Metrics
- Analyze Survey Data
- Produce Annual Reports
- Produce Final Engagement Summary Report

Direct Outreach
Community
Partner

Tasks

- Coordinate with PRIME
- Produce and Maintain Volunteer Database
- Produce and Maintain Online Community Calendar
- Direct outreach
- Distribute Flyers
- Distribute Mailers
- Administer Surveys

Leadership
Development
Community
Partner

Tasks

- Coordinate with PRIME
- Develop and Coordinate Youth Leadership Program

Media and
Communication
Community
Partner

Tasks

- Coordinate with PRIME
- Create Branding Material
- Maintain Website
- Produce/Share Videos
- Produce Radio Spots and Updates
- Coordinate Media

Event
Coordination
Community
Partner

Tasks

- Coordinate with PRIME
- Coordinate Cultural & Arts Events
- Coordinate Project Milestone Events
- Coordinate Community Events