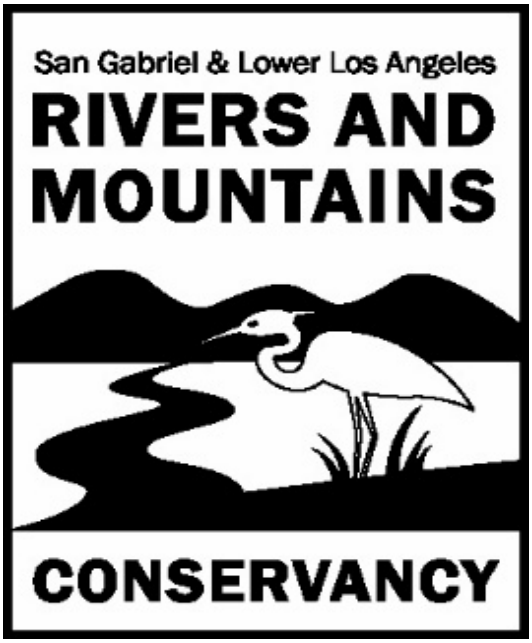
State of California

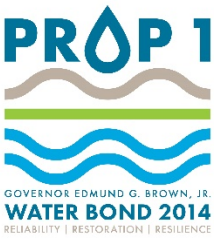
The Natural Resources Agency

Rivers and Mountains Conservancy

SMALL GRANT PROGRAM GUIDELINES

2020





July 20, 2020
Rev 1 – September 14, 2020

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SECTION 1 **Introduction**

1.1 Background

The mission of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) is to preserve open space and habitat in order to provide for low-impact recreation and educational uses, wildlife habitat restoration and protection, and watershed improvements within our jurisdictions. This work supports the public's enjoyment and enhancement of recreational and educational experiences on public lands in a manner consistent with the protection of lands and resources in those watersheds.

Additionally, the RMC has adopted an Environmental Justice Policy with three key environmental justice principles: (1) community driven empowerment/organizing campaigns, 2) identification of incompatible land uses, and 3) recognize opportunities to create green infrastructure such as community open space and alternative transportation modes including bicycling and walking (RMC Resolution 2014-19).

RMC is one of ten conservancies within the Natural Resources Agency established in 1999 (Chapters 788 and 789, Statutes of 1999). RMC's jurisdiction includes eastern Los Angeles County and western Orange County, comprised of the San Gabriel River Watershed and its tributaries, the Lower Los Angeles River Watershed and its tributaries, Upper Santa Clara River and its tributaries, northern slope of the Angeles National Forest, the San Gabriel Mountains National Monument, Puente Hills and the San Jose Hills (Division 22.8. of the Public Resources Code California 32600-32621), please see Exhibit I, RMC Region Map.

1.2 Grant Funding Source

Proposition 68 – Regionwide and Lower

The Small Grants Program will be implemented by the Conservancy using the $37.5 million for the Lower Los Angeles River (Chapter 7) and $30 million in direct allocation to the Conservancy (Chapter 8) from Proposition 68. The Small Grants Program will be limited to 15% of each allocation. All funds must be encumbered by Spring 2023.

California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018. (Proposition 68) is codified Division 45 (commencing with Section 80000) and Sections 5096.611 and 75089.5 of the Public Resources Code and Section 79772.5 of the Water Code. Proposition 68 authorizes $4 billion in general obligation bonds to finance a drought, water, parks, climate, coastal protection, and outdoor access for all program. The San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy's ("Conservancy") Proposition Grant Program Guidelines ("Guidelines") specifically pertain to grants funded by Proposition 68 and administered by the Conservancy.

Section 80001. (b) It is the intent of the people of California that all of the following shall occur in the implementation of this division:

(1) The investment of public funds pursuant to this division will result in public benefits that address the most critical statewide needs and priorities for public funding.

(2) In the appropriation and expenditure of funding authorized by this division, priority will be given to projects that leverage private, federal, or local funding or produce the greatest public benefit.

(3) To the extent practicable, a project that receives moneys pursuant to this division will include signage informing the public that the project received funds from the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018.

(4) To the extent practicable, when developing program guidelines for urban recreation projects and habitat protection or restoration projects, administering entities are encouraged to give favorable consideration to projects that provide urban recreation and protect or restore natural resources. Additionally, the entities may pool funding for these projects.

(5) To the extent practicable, a project that receives moneys pursuant to this division will provide workforce education and training, contractor, and job opportunities for disadvantaged communities.

(6) To the extent practicable, priority for funding pursuant to this division will be given to local parks projects that have obtained all required permits and entitlements and a commitment of matching funds, if required.

(7) To the extent practicable, administering entities should measure or require measurement of greenhouse gas emissions reductions and carbon sequestrations associated with projects that receive moneys pursuant to this division.

Chapter 8 of Proposition 68, entitled “State Conservancy, Wildlife Conservation Board, and Authority Funding,” allocates one hundred and eighty million dollars ($180,000,000)to state conservancies for projects according to their governing statutes for their specified purposes. Thirty million dollars ($30,000,000) of the funds available in Chapter 8 is allocated to the Rivers and Mountains Conservancy.

1.1. To the extent practicable, as identified in the “Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters,” dated January 12, 2017, the public agencies that receive funds pursuant to this division will consider a range of actions that include, but are not limited to, the following:

Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.

Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.

Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.

Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.

Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

Identifying possible staff liaisons to diverse populations.

To the extent practicable, priority for grant funding under this division will be given to a project that advances solutions to prevent displacement if a potential unintended consequence associated with park creation pursuant to the project is an increase in the cost of housing.

Proposition 1 – Lower LA River only

Proposition 1: from the $50 million for the Lower Los Angeles River in direct allocation to the Conservancy [§79735(a)]. The Small Grants Program will be limited to 15% of the allocation. Funds must be encumbered by Spring 2023, with some funding extending through Spring 2024.

The voters of California approved the Water Quality, Supply, and Infrastructure Improvement Act of 2014 ("Proposition 1") in November 2014 codified as Division 26.7 of the Water Code which authorized $7.545 billion dollars in general obligation bonds for State water projects, including surface and groundwater storage, ecosystem and watershed protection and restoration, and drinking water protection. Purposes of Proposition 1 include *implement[ing] the three objectives of the California Water Action Plan which are more reliable water supplies, the restoration of important species and habitat and a more resilient and sustainably managed water infrastructure (Proposition 1, Chapter 2, Section 79701 (e*)). Chapter 6 of Proposition 1, entitled "Protecting Rivers, Lakes, Streams, Coastal Waters, and Watersheds," pursuant to Section 79735(a), up to $100 million may be allocated to the RMC or the Santa Monica Mountains Conservancy, or a combination of both, for projects to protect and enhance an urban creek as defined in subdivision (e) of Section 7048.

Proposition 1 funds will be awarded for the acquisition, development, rehabilitation, restoration, and protection of land and water resources consistent with the RMC statutes, the Proposition 1 goals identified in the *California Water Action Plan* and statewide plans and priorities.

SECTION 2 **Eligibility and Priorities**

2.1 RMC Small Grant Program Guidelines

RMC Small Grant, Proposition 1 and 68 Grant Program Guidelines establish the process and criteria that the RMC will utilize to solicit applications, evaluate proposals and award grants, pursuant to RMC guiding principles. The implementation of the Small Grant Program places an emphasis on smaller quick start projects with grant awards between $50,000 and $300,000. Applications for very small grants (VSG) under $50,000 will be reviewed regularly (Refer to Appendix D2), and will focus on high and very-high need areas.

All projects funded by the RMC with Propositions 1 and 68 grant funds must be consistent with the RMC's enabling legislation *Common Ground from the Mountains to the Sea* (Common Ground), and any updates, *Open Space Plan Phase II Final Report*, and the *San Gabriel and Los Angeles River Watershed and Open Space Plan* which was adopted by the RMC in 2001 (available at http://www.rmc.ca.gov/) for the distribution of grant funds.

The RMC Proposition 1 and 68 Small Grants Program Guidelines ("Small Grants Program") explain the process and criteria that the Conservancy will use to solicit applications, evaluate proposals, and award grants with Proposition 1 and 68 funds under the Conservancy's programs. RMC received two allocations within both Proposition 1 and 68, one for the entire RMC territory and one for the Lower LA River (LLAR). The Small Grants program is funded through both allocations for Proposition 68 and only the LLAR allocation for Proposition 1, and the Program will be limited to 15% of each allocation. The Guidelines further identify the additional requirements and evaluation criteria applicable to Proposition 1 and 68 funded grants.

These guidelines have been adapted from the RMC Proposition 68 Regional and Lower LA River (LLAR) Final Guidelines, which were developed in consideration of public comment from four (4) public meetings in November 2018 and approved by the Board in January 2019 (Reso 2019-06). Additionally, the RMC Proposition 1 LLAR Guidelines are based on RMC Proposition 1 Regional Guidelines, which were developed with public comment from workshops in 2015 and approved by the Board in September 2015 (Reso 2015-19). Any differences needed for Proposition 1 Lower LA grant considerations in the Small Grants Program Guidelines are highlighted, including in the evaluation criteria.

Key differences between the Small Grants Program and RMC Proposition 68 Regional and LLAR Final Guidelines are summarize below:

- Program places an emphasis on smaller quick start projects with grant awards between $50,000 and $300,000
- Provides Proposition 68 grant funds for technical assistance to help develop and implement projects that achieve Conservancy's goals
- Availability of very small grants (less than $50,000) for gap, emergency, and high-need project implementation, planning, and technical assistance that are consistent with funding requirements and mission of RMC, via a more succinct application (Refer to Appendix D2)
- Grant applications in accordance with the Project Evaluation Criteria that receive an average score of 70 percent or better (as opposed to 80 percent or better) will be considered the most competitive
- Program would be an on-going or open call-for-projects, where applications are evaluated quarterly

The Small Grants Program is being prompted by the expressed need from many communities, NGOs, municipalities, and agencies to support more environmental and economic revitalization efforts that are being delayed and worsened by the pandemic crisis. RMC is seeking to make RMC grants and technical assistance more accessible and useable, especially by and for high-need and very high-need communities.

While most of the Small Grants Program funding is to support implementation projects, funding is available for project planning and technical assistance depending on allocation—see table below.

Funding Source	RMC Region-wide Allocation	Lower LA River Allocation
Proposition 1 ("Water Bond")		Implementation and Planning
Proposition 68 ("Park and Water Bond")	Implementation, Planning and Technical Assistance	Implementation, Planning and Technical Assistance

In addition, the amount awarded will also depend on the quality of submittals, leverage of matching funds, and multi-beneficial, watershed protection projects in accordance with statewide priorities.

2.2 Eligible Applicants

Eligible applicants for projects located within the boundaries of the RMC are:

- Cities
- Counties
- Districts
- Local Agencies
- Joint Powers Agencies
- State Agencies
- Federal Agencies
- Public Utilities
- Federally recognized tribes, and state Indian tribes listed on the Native American Heritage Commission's California Tribal Consultation List
- Nonprofit organizations (existing under Section 501(c) 3 of the IRS Code). Status does not need to be approved at the time of application but must be approved at the time of award.

Individuals and corporations are not eligible for this grant program; however, RMC encourages multiple partners or joint projects. As long as the lead agency is one of the above listed eligible applicants, applications will be accepted from joint projects with non-eligible agencies.

2.3 RMC Objectives

The RMC Board will adopt the Small Grant Program Guidelines which set forth the evaluation criteria for its competitive grant programs and may be updated accordingly if necessary (See Appendix B for the Project Evaluation Criteria). The project evaluation criteria are set by the RMC objectives which are articulated in *Common Ground* and the *Open Space Plan Phase II Final Report*. The types of projects proposed to be supported by this grant program are also consistent with Propositions 1

and 68. The RMC's *Common Ground* objectives and the types of projects supported by this grant program are as follow:

- Projects must promote the RMC's statutory programs and purposes as stated in Division 22.8. of the Public Resources Code 32600-32621
- Projects must be consistent with the purposes of the funding source (Propositions 1 and 68)
- Projects must promote and implement the State's Water Plans and Policies, such as the California Water Action Plan (2016 update).
- Create, expand, and/or improve public open space throughout the region by improving water quality supply, create, enhance or improve a reliable water supply and/or restore an important species and habitat
- Improve access to open space and low impact recreation for all communities and promote healthy lifestyles
- Improve habitat quality, quantity, and connectivity through creation, enhancement, preservation, and restoration
- Connect open space with a network of trails, accessible as appropriate to the site
- Promote stewardship of the landscape via stakeholder involvement and long-term maintenance (long-term means for a period not less than 20 years)
- Encourage sustainable growth that balances environmental, social, and economic benefits
- Maintain and improve flood protection through natural and non-structural systems and ecosystem restoration
- Establish riverfront greenways to cleanse water, hold floodwaters and extend open space
- Optimize water resources by improving the quality of surface and ground water and enhance ground water recharge, to reduce dependence on imported water
- Coordinate watershed planning across jurisdictions and boundaries
- Encourage multi-jurisdictional and multi-beneficial planning and implementation projects
- Involve the public through education and outreach programs
- Projects will utilize the best available science to inform decisions regarding, state and local water resource. In addition, special consideration will be given to projects that employ new or innovative technology or practices, including decision support tools that support the integration of multiple jurisdictions, including, but not limited to, water supply, flood control, land use, and sanitation.

The RMC Board has established policies (see Appendix A) and project evaluation criteria (see Appendix B) derived from the above objectives. The major elements of the project evaluation criteria are as follows:

1. Access Value
2. Urban Land Value
3. Water Resource and Quality Value
4. Habitat Value
5. Environmental Justice and Disadvantaged Communities
6. Matching Funds
7. Readiness
8. Stakeholder/Partners Resource Value
9. Stewardship and Management Plan Value

2.4 Geographic Program Areas

To facilitate the comparison and aggregation of similar projects and assure that funds are available for a wide range of projects, these grant funds will be applied to three program areas that can be described in geographic terms:

1. Urban Land
2. River/Tributary Parkways
3. Mountains, Hills, and Foothills

Project applicants will be asked to identify which program area their project falls into. Projects cannot qualify for inclusion in more than one program area, as described below:

- **Urban Lands**—All land within the developed, urban core of the RMC Region that is NOT within the area identified for River/Tributary Parkways, or within the Mountains, Hills, and Foothills.
- **River/Tributary Parkways**—Land falling within one-quarter mile on either side of the centerline of a river or tributary within the RMC Region, but NOT within the Mountains, Hills and Foothills or Urban Land areas.
    - Lower LA River Prop 1 focuses on the main stem of the LA River, starting at the north end in Vernon and ending in Long Beach, on projects identified in the Lower LA River Revitalization Plan (LLARRP, 2018) or others within 1-mile of the LA River—more information on the LLARRP can be found at https://lowerlariver.org/. Projects in close proximity to the corridor may be considered. Lower LA River Prop 1 projects are all in the River/Tributary Geographic Program Area.
    - Lower LA River Prop 68 also focuses on implementing projects from the LLARRP and others within 1-mile of the Lower LA River. Lower LA River Prop 68 Projects can be in either the Urban Land or River/Tributary Geographic Program Areas.
- **Mountains, Hills, and Foothills**—Land lying within the area of a named system of mountains, hills and foothills. More specifically, land lying within the geographic area of the San Gabriel Mountains, the San Jose, San Rafael, Montebello, Puente, Chino, Coyote, or Signal Hills, the San Gabriel foothills, and within the Region of the RMC but NOT within the Urban Lands or River/Tributary Parkways.

2.5 Eligible Project Categories

The guidelines identify general project categories and program areas that may be eligible for funding. All eligible projects must meet the eligibility requirements in order to be considered for funding.

- **Implementation Projects**— At least **75%** of the funds available may be allocated to support implementation projects. The RMC will seek to prioritize multi-beneficial and multi-jurisdictional ecosystem and watershed protection projects in accordance with statewide priorities.
- **Planning Projects**— Up to **10%** of the funds available may be allocated to support planning-related applications.
- ***Disadvantaged Community Investment and Co-Benefits***— *The Conservancy will allocate at least 20% of the funds available for projects serving severely disadvantaged communities. It is the responsibility of the applicant to provide information regarding this qualification.*
- **Technical Assistance Projects (Prop 68 only)**— Pursuant to Section 8008(b)(1) of Proposition 68, up to **10%** of the funds available may be allocated for technical assistance to disadvantaged communities. The RMC Technical Assistance Program (TAP) supports

local communities, and especially high-need or very high-need areas, with direct proactive and flexible assistance grants with the goal of facilitating access to the Conservancy's funding programs throughout the grant continuum— such as support with being able to apply for funding (feasibility, design, application process), administering grant funds, and completing and maintaining projects.

The goal of the technical assistance program is to help build capacity in high-need communities to more easily seek Prop 68 and matching funding to develop and implement open space projects in their communities. Another area of Technical Assistance is supporting project development through regional planning efforts to develop, share and coordinate data, development of toolkits and portals, urban greening guides, and maintenance guides and reporting support, etc, that support the development, implementation, and maintenance of multi-benefit, open space projects.

As shown in Figure 1 below, different TAP elements can be available at appropriate stages throughout the grant continuum.

Figure 1: TAP along the Grant Project Continuum

<table>
<tr><th colspan="2" rowspan="2">-</th><th colspan="4">Grant Project Continuum</th></tr>
<tr><th>Project Development</th><th>Grant Application and Award</th><th>Grant Administration</th><th>Project Completion (and O&M)</th></tr>
<tr><td rowspan="12">Technical Assistance Program - Elements</td><td rowspan="3">1. Web Design and Development</td><td colspan="4">RMC website – development of resource library</td></tr>
<tr><td colspan="4">Online GMS - streamline grant application, administration, and close-out processes</td></tr>
<tr><td colspan="4">Geospatial Web Development - integrated web portal</td></tr>
<tr><td rowspan="2">2. Resource Toolkit</td><td colspan="4">Meeting facilitation handbook, community engagement best practices, technical assistance directories, tracking of matching funding, stock photos</td></tr>
<tr><td>Design and Planning handbook; UG toolkits</td><td>Grant Writing handbook</td><td>Grant Administration Guides</td><td>Maintenance guides</td></tr>
<tr><td>3. Technical Advisors</td><td colspan="4">Technical support, strategic planning, and evaluation of projects</td></tr>
<tr><td rowspan="2">4. Training and Education</td><td>Intro to RMC grant process</td><td>Grant Writing Support</td><td>Grant Administration</td><td rowspan="2">Long-term O&M</td></tr>
<tr><td>Park and Open Space planning 101</td><td>Community Outreach & Engagement</td><td>Project Management, including finances</td></tr>
<tr><td rowspan="3">5. Ongoing RMC Prop 68 Support</td><td colspan="4">One-on-One Assistance</td></tr>
<tr><td>Outreach about Prop 68 and TAP</td><td>TAP Case Managers</td><td rowspan="2">Project Administration</td><td>Grant Close-out Guidance</td></tr>
<tr><td>TAP Needs survey</td><td>Workshops</td><td>TAP Evaluation</td></tr>
</table>

	6. Professional Services	Technical support, Project Design	Grant Writing Support	Construction Admin Support	Maintenance Guides, Maintenance reporting

For more information, please see RMC's Prop 68 Technical Assistance Program on the RMC website at http://www.rmc.ca.gov/.

Please contact RMC for TAP-related requests: Prop68@rmc.ca.gov

2.6 Promotion and Implementation of State Plans and RMC's Environmental Justice Policy

The RMC Propositions 1 and 68 Guidelines require that projects be consistent with statewide plans and priorities, and projects be consistent with the RMC adopted environmental justice policy (adopted November 24, 2014), although it may be amended as necessary.

It is the policy of the RMC that the fair treatment of people of all races, cultures and income shall be fully considered during the planning, decision-making, development and implementation of all RMC programs, policies, and activities. The intent of this policy is to ensure that the public within the RMC catchment area including minority and low-income populations are not discriminated against, treated unfairly, or caused to experience disproportionately high and adverse human health or environmental effects from environmental and land-use decisions, and children and their families have access to safe open space and healthy neighborhoods.

The RMC adopted the following key principles:

1. Make environmental justice considerations a standard in the way we do business. We will keep an environmental justice perspective in our programs, activities, and training, as we set priorities, identify program gaps, and assess the benefits and adverse impacts our programs have on communities in our catchment area.

2. Work with local elected officials, staff of cities, and community groups, to address concerns about lack of access to safe open space, especially in low-income and minority communities.

3. Review and evaluate RMC programs and activities to ensure that the environmental justice perspective through its programs does not contain any substantive gaps.

4. Develop and incorporate an environmental justice program element into our employee-training curriculum.

5. Annually provide a staff briefing to the Board at a public meeting regarding ongoing and planned activities. Issue a written annual status report identifying action items accomplished and a proposed work plan outlining the action items for the next year. The work plan shall include quantitative goals for working in disadvantaged communities and populations adversely impacted by industrial and transportation proximities.

6. Strengthen our public outreach, education, and organizing efforts in all communities, especially low-income communities and where we see a need for the implementation.

7. Identify partners within land-use and transportation agencies that are responsible for the environmental benefits or adverse impacts in our neighborhoods and address potential mitigation activities.

8. Work with cities, County of Los Angeles, and community groups in identifying relevant populations living in close proximity to industrial and transportation locations that may benefit from RMC programs and activities.

9. Taking a proactive role in working with cities in adopting and/or updating their General Plans to implement environmental justice policies.

10. Work in conjunction with other federal, state, regional, and local agencies to ensure consideration of disproportionate impacts on relevant populations and create action-oriented mitigation plans.

11. Fostering broad access to existing and proposed data sets and technology to better identify, analyze, and respond to environmental justice issues (database bank).

RMC commits to integrating environmental justice principles into its programs and plans and will continue to improve our outreach efforts in all communities of our catchment area, ensuring that everyone has an opportunity to participate fully in the development and implementation of our programs. As an oversight agency we will work closely with local cities and County of Los Angeles, and other stakeholders to jointly develop environmental justice awareness so that it is in line with our funding grant programs for project design and development. Our commitment is to take consideration of neighborhoods where people encounter environmental pressures given their close proximity to industrial and transportation zones, as well as incompatible land uses. The RMC's goal is to ensure that the populations in our area, especially children and families, are empowered to play a role in creating a healthful environment.

2.7 Promotion and Implementation of State Plans and RMC's Tribal Consultation Policy

The RMC Propositions 1 and 68 Guidelines require that projects be consistent with statewide plans and priorities. On September 19, 2011, Governor G. Brown, Jr. issued Executive Order B-10-11, which provides, among other things, that it is the policy of administration that every state agency and Department subject to executive control to implement effective government-to-government consultation with California Indian Tribes. On July 24, 2017, the RMC Governing Board approved a Tribal Consultation Policy consistent with the approved policy adopted by the California Natural Resources Agency. Details can be found on the RMC website here: http://rmc.ca.gov/Tribal_Policy_Resources%20Agency.pdf

Additionally, Assembly Bill No. 52 (AB52) specifies that projects with an effect that may cause a substantial adverse change in the significance of a tribal cultural resource is a project that may have a significant effect on the environment. With regards to CEQA, the bill requires a lead agency to begin consultation with a California Native American Tribe that is traditionally and culturally affiliated with the geographic area of the proposed project, if the tribe requested to the lead agency, in writing, to be informed by the lead agency of proposed projects in that geographic area and the tribe requests consultation, prior to determining whether a negative declaration, mitigated negative declaration, or environmental impact report is required for a project.

2.8 Definitions

For definitions of the terms used in this application, please refer to Appendix C

SECTION 3 : Application Process

3.1 Application process for RMC's Small Grants Program

This is an open call for projects for grant applications starting July 20, 2020. The implementation of the Small Grant Program places an emphasis on smaller quick start projects with grant awards between $50,000 and $300,000.

Complete applications will be reviewed and scored. All grant applications will be scored in accordance with the Project Evaluation Criteria. Grant applications that receive an average score of 70 percent or better will be considered the most competitive for funding recommendation. RMC staff will determine if funding is available and if the project is ready for recommendation to the RMC Board.

Application reviews will be performed quarterly or biannually, and Applicants will need to submit applications by the end of the quarter to be included in the next review round. Potential grantees should expect to be notified by RMC staff at least one month before a Board meeting where their project is being considered for award recommendation.

If projects do not meet the minimum administrative thresholds for grant award, they will be assigned a Tier and placed in a queue which will be regularly reviewed and considered for award against subsequent applications that also did not meet the minimum threshold. During this time, project proponents are provided the opportunity to receive higher scores based on additional information provided through staff interviews that demonstrate an alignment with RMC goals and objectives, and granting of funds is consistent with RMC programs. This extended consideration process will ensure that the most competitive projects are recommended for funding and prioritization is not based on proposal submittal date.

Applications for Very Small Grants under $50,000 will be scored by a professional with relevant expertise and will be focused on high and very-high need areas. Grant applications that receive an average score of 75 percent or better based on Very Small Grant scoring criteria will be most competitive for a funding recommendation (Refer to Appendix D2). Very Small Grant applications will be reviewed regularly.

Guidelines and Criteria are subject to change at any time. The regular RMC Board meeting schedule, which is adopted at the beginning of each calendar year, convenes on the fourth Monday of January, March, May, June, July, September, and November. Schedule is subject to change.

More information about RMC Board Meetings is available on the RMC website.

SECTION 4 : **Important Considerations**

4.1 *Eligible* Uses

The following uses are ***eligible for reimbursement from RMC*** grant funds:

- Grant funds may be used for the acquisition, development, rehabilitation, restoration, and protection of land and water resources.
- Land acquisition costs may include appraisals, land, improvements, relocation costs, title reports, surveying, and escrow.
- Land must be acquired from willing sellers.
- Facilities development projects must demonstrate a strong relationship and value to natural resource stewardship or environmental education.
- Rehabilitation and restoration projects must be biologically and technically feasible.
- Planning and pre-construction costs can be included, though shall not exceed 10 percent of total Grant Funds. (For complicated and extensive projects, this maximum may be increased to 20 percent on an exceptional basis. Please contact RMC with questions.) These costs may include consultant fees, plan documentation, specifications, CEQA/NEPA planning, and direct project management costs.
- Indirect and Overhead expenses are allowed, though shall not exceed 10 percent of total Grant Funds. Projects that have lower overhead will be deemed more competitive.

4.2 *Ineligible* Uses

The following uses are ***not*** eligible for reimbursement from RMC grant funds:

- Operations and Maintenance related costs.
- Projects that are located on school properties and not open to the general public or designed solely for school students, unless part of a multi-use project which allows for access from the general public.
- Playground equipment and/or infrastructure such as swing sets and skate parks.
- Facilities that do not have an environmental education focus or theme, such as basketball courts, hockey courts, etc. Multi-use projects may include these elements, but this program will not fund planning or development of such facilities.
- Projects that cause erosion or contribute to flooding.
- Projects on land or improved property acquired by condemnation from an unwilling seller.
- BMP (Best Management Practices) directed projects that lack an improved habitat, low impact public recreation access, or environmental education components.
- Projects traditionally provided by the private, non-government sector or by concessionaires, such as gift shops, equipment rentals, concessions, etc., unless it can be shown that no private entrepreneur is willing to provide services, and there is demonstrated need in Project.
- Projects that exclusively fulfill other mitigation requirements.

4.3 Additional Consideration

- Each project must include information that addresses RMC Project Evaluation Criteria.

- Applicants shall submit an individual application for each eligible project within their jurisdiction.
- The Grantee must complete the project and submit all documentation within three years of grant award.
- Grants shall be paid on a reimbursement basis.
- All funded projects must comply with the adopted RMC policies attached as Appendix A.
- The Grantee shall provide for public access and low-impact recreation, unless it is specifically prohibited or not ecologically or biologically feasible.
- Projects should have an education element and habitat component.
- Projects that have multiple benefits will be considered more competitive.
- Projects which have a clearly articulated monitoring and assessment plan will be considered more competitive.
- All real property shall be acquired from a willing seller and in compliance with current State laws governing Relocation and Acquisition of real property by public agencies. Appraisals will be subject to prior approval of fair market value by the State Department of General Services.
- All projects must comply with CEQA and/or NEPA as appropriate. These costs may be funded under this program as part of planning dollars. Status will be carefully evaluated and projects that have completed CEQA/NEPA and/or are advanced in the environmental process prior to the application will be considered more competitive.
- If RMC funds will be used for the CEQA/NEPA process and the Grantee has made a full-faith effort to complete CEQA/NEPA, but is unable to complete CEQA/NEPA or otherwise proceed with the Project due to issues related to the CEQA/NEPA process, costs incurred by the Grantee that are directly related to the CEQA/NEPA process can be applied up to the limit of 20 percent of the total original grant.
- Grantee shall comply with all applicable laws and applications.
- All information contained in the grant applications is confidential until the grant awards are announced. After that time, all applications will become public information.
- Grantees must sign an agreement with RMC before funds can be disbursed.
- Grantee shall post signs acknowledging the source of funds pursuant to guidelines established for this grant Program (Reference Appendix E).
- RMC will determine when reports will be required by the grantee, including progress, financial, and monitoring and assessment reports. Under usual circumstances, reports shall not be required more frequently than on a quarterly basis.
- Projects need to meet the criteria set forth in *Common Ground* and *Phase II Final Report*, as well as any planning criteria approved by agencies within the project jurisdiction, such as master plans or watershed management plans.
- Grantee must meet the minimum land tenure requirements set forth by the RMC.
- Projects with one or more partners will be deemed more competitive
- Although matching funds or services are not required, priority shall be given to projects that include a commitment for a matching contribution. Matching funds may include prior project planning, operations and maintenance, volunteer support, and ongoing monitoring and assessment. Contributions may be in the form of money, property, or services and must be verifiable.

SECTION 5 : Application Procedures

Submit completed application package and all supporting documentation, to the extent feasible. Incomplete applications will not be disqualified, but applicants should take every effort to make their complete application as complete as possible. Complete applications are more likely to be considered as competitive, Tier 1 projects.

5.1 What to Submit

A complete application package will consist of **one (1) complete digital copy** of the required materials emailed to prop68@rmc.ca.gov. An esignature must be included on the Application Form via an online document signing application (i.e. DocuSign). Applicants shall provide the electronic format in PDF and provide using an online cloud storage link (i.e. Dropbox or Google Drive). A wet-signed, hard copy of the Application Form will be required before a project is recommended for award. Please provide a digital copy on a CD or flash drive before award recommendation as well. Photos, images, maps, etc. should be included in the PDF. *The submittal requirements have been updated to consider difficulties related to COVID-19 Pandemic, please contact the RMC if submittal any of the application requirements are still an issue.*

The following materials are required for a complete application (some submittal requirements may not be applicable to all submittals):

1. Application Form (Refer to Appendix D)
2. Project Description and Supporting Documents
3. Photo(s) of the Site (Optional)

***For Very Small Grants (under $50,000):** Complete Very Small Grant Application Form and submit with any supporting documents (Refer to Appendix D2)*

Information required for the Application is proposed to include:

1. **Grant Application Form** (Refer to Appendix D)
2. **Project Description** includes: (Sections 2a-2g should not exceed 7 pages, single-space, 11-point font minimum).
    a. Complete Project Description: for acquisition projects include APN, acreage and purpose for acquisition; for planning and implementation include specific tasks and deliverables.
    b. Statement of Need for the Proposed Project: a summary of the needs for the project and how the project meets the RMC's policies and project evaluation criteria, and exceeds Proposition 68, Chapter 6 objectives of the water bond legislation (RMC Grant Guidelines Section 2.3).
    c. Description of audience and geographic area served: provide a summary of the communities, cities, and populations that will be served once the project is completed.

d. Description of Goals and Objectives: the goals and objectives should clearly define measurable and outcome-oriented goals and objectives for the project, performance measures to track progress toward objectives, and a reporting system to present the analysis of performance measures against the deliverables and tasks.

e. Community Outreach: how will the community be involved in the project design and implementation, include how the project is consistent with the RMC Environmental Justice Policy and RMC Tribal Consultation Policy (RMC Grant Guidelines Section 2.4 and 2.5, include specific plans for community outreach, education, community involvement).

f. Monitoring and Assessment Plan: the monitoring and assessment plan should include the tracking of the progress of the measurable goals and objectives of the project during as well as after the project is completed. Outline of a monitoring and assessment plan should include measurable and quantifiable targets for a planning and implementation project. And, for acquisition projects include the long-term management and maintenance plan. The RMC is interested in measuring the progress of each of its activities in achieving results or outcomes. Hence, the focus of each project evaluation must be on outcomes, defined as the project results or impact on users and society. Output and other measures are important, but the focus should be on results.

g. Organizational capacity: include a brief history of your organization and the ability to fully complete and maintain the project long-term.

3. **California Conservation Corps**: Applicants applying for funds to complete restoration and ecosystem protection projects are strongly encouraged to consult with representatives of the California Conservation Corp (CCC) and the California Association of Local Conservation Corps (CALCC), the entity representing the certified CCC, to determine the feasibility of the CCC in completing the proposed project (Public Resource Code 80016). CCC and CALCC have developed the consultation process for inclusion in Proposition 1 and 68 funding, please complete Exhibit H, and find the complete application form at:

   a. Prop 68: https://www.conservation.ca.gov/dlrp/grant-programs/Documents/Prop%2068%20Corps%20Consultation.pdf

   b. Prop 1: https://ccc.ca.gov/wp-content/uploads/2020/03/Prop-1-Corps-Consultation-Form-Rev.-Dec.-2019-03.2020.pdf

   Note, the Corps already has determined that it is not feasible to use their services on projects that solely involve either planning or acquisition. Therefore, applicants seeking funds for such projects are exempt from consultation requirement and should check the appropriate box on the Grant Application Form, Appendix D (#12).

4. **Certified Youth Employment Plan (as an alternative to CCC program) (suggested but not required)**: please include the organization's capacity to develop, manage and implement a training program for young adults in the environmental discipline that leads to permanent employment in the green industry (maximum one page).

5. **Tasklist and Timeline**: The tasklist should include a detailed description of each task and should include tasks for evaluation, monitoring, and assessment. An example of a tasklist can be found on the RMC website at http://www.rmc.ca.gov/.

6. Budget: The budget will include any matching funds that may be used for the project. Please also identify any other grants for which you have applied for this project (include amount, potential funding agency, and contact). See the RMC website for an example of a project budget at http://www.rmc.ca.gov/. Applicants should endeavor to submit a budget in the format presented in the example on the RMC website.

7. Resolution: The applicant's governing body certifies that their governing board gives the authorized signatory the authority to apply, receive and manage the project.

8. Environmental Compliance: Identify the status of the environmental assessment. This information may include a notice of exemption filed with the county clerk, an initial study, or a brief description of how the applicant will comply with CEQA/NEPA once the grants are awarded.

9. Permits, Easements, or Certifications: Identify status of all permits related to the proposed project for implementation of the project and/or brief description of how applicant will obtain all permits (plan/schedule).

10. Operation and Maintenance: The applicant must demonstrate, specifically for development projects an outline of how the project will address future operations and maintenance needs (no more than one page).

11. Agreements: The applicant must include proof of ownership and compliance with Land Tenure Requirements or the applicant must demonstrate movement to secure land tenure through a willing seller letter, memorandum of agreement, or other binding agreements in place

12. Non-profit: If applicable, provide proof of non-profit status (Copy of IRS Determination Letter)

13. Design/Construction Documents and/or Project Site Photographs: Digital format is preferred, on CD, and each photograph should be saved as a separate file (no more than six (6) photographs, not larger than 8 ½" by 11").

14. Project location map: the applicant must submit a map of the project location.

15. Letters of Support: The applicant is required a minimum of three support letters to fulfill this requirement, but additional support letters may be included.

5.2 Project Completeness and Selection Criteria

RMC staff will review grant applications for completeness, and incomplete grant applications will be returned to the applicant with the potential for technical support for resubmittal. Following is the initial selection criteria which all grant applications must adhere to:

- The applicant is an eligible entity
- The applicant has submitted a complete grant application, as previously stated in Section 3.4, Items 1-15

- The project meets the RMC's required grant selection criteria per the RMC Small Grant Program Guidelines
- The project meets the RMC's Common Ground and the Proposition 68, Chapter 7 as well as Proposition 1 objectives
- The project consists of work that is eligible for bond funds under the General Obligation Bond Law

Applications that do not pass the initial selection criteria will not proceed to the scoring process. The RMC has the discretion to either return the application or assist the applicant with gathering additional information and modifying the proposal to enable the application to pass the screening process.

5.3 Scoring

Complete applications that have passed the initial selection will be reviewed and scored by a minimum of three professionals with relevant expertise. Reviewers may include local, state and federal agency staff and others with relevant expertise, including consultants, non-profits staff, and academics. All reviewers other than the RMC staff will be required to document that they do not have a conflict of interest in reviewing any proposals. The total score of the three reviewers will be averaged and then weighted against other grant proposals. All reviewers will score each grant application in accordance with the Project Evaluation Criteria—grant applications that receive an average score of 70 percent or better will be considered the most competitive for a funding recommendation. Recommendation for funding is dependent on numerous factors such as funding availability and project readiness and not solely dependent on a high evaluation criteria score. Staff will determine if funding is available and if the project is ready for recommendation to the RMC Board.

If projects do not meet the minimum administrative thresholds for grant award, they will be assigned a Tier and placed in a queue which will be regularly reviewed and considered for award against subsequent applications that also did not meet the minimum threshold. During this time, project proponents are provided the opportunity to receive higher scores based on additional information provided through staff interviews, clarifications, and/or updates that demonstrate project's alignment with RMC goals and objectives, and granting of funds is consistent with RMC programs. This extended consideration process will ensure that the most competitive projects are recommended for funding and prioritization is not based on proposal submittal date.

Applications for Very Small Grants under $50,000 will be scored by a professional with relevant expertise and will be focused on high and very-high need areas. Grant applications that receive an average score of 75 percent or better based on Very Small Grant scoring criteria will be most competitive for a funding recommendation (Refer to Appendix D2). Very Small Grant applications will be reviewed regularly.

SECTION 6: General Requirements

6.1 Typical Grant Process

The following table outlines the typical grant process for successful applicants.

Responsible Entity	Task
RMC	Announces draft guidelines and holds public meetings for submittal of comments.
RMC	Approval of Grant Guidelines at the RMC Board Meeting.
RMC	Announces Grant Funding Cycle and release of application and guidelines.
Applicant	Submits grant application and supporting documents to the RMC .
RMC and Grant Selection Committee	Staff determines if grant application is complete and submits to the Grant Selection Committee for evaluation and scoring which occurs quarterly.
RMC	Staff notify project applicants of their status, either complete or incomplete.
Grant Selection Committee	If complete, the Grant Selection Committee evaluates grant applications, may perform site visits on semi-finalists, and recommends projects for funding to the RMC Board.
RMC Board	Board approves or denies funding recommendations
RMC	If approved by Board, Staff sends a Grant Agreement to the Grantee.
Grantee	Returns the signed Agreement to RMC.
RMC	State/Staff sends a fully executed Grant Agreement to the Grantee.
Grantee	Completes environmental documentation and permitting as needed.
Grantee	Commences work on the Project.
Grantee	Submits required reports (i.e. Quarterly), plans, and documents, as required, to RMC.
Grantee	Grantee posts signs during construction per attached Sign Guidelines.
Responsible Entity	**Task**
Grantee	Requests progress payments.
Grantee	Upon completion of the Project, posts signs acknowledging source of funds.
Grantee	Submits Project completion packet upon completion of the Project.
RMC	Staff checks final documentation for completeness and accuracy and makes final inspection of Project.
RMC	Staff processes the final payment.
Grantee	Submits documents for audit, if requested.

6.2 Conflict of Interest and Confidentiality

All participants are subject to federal and State conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Accordingly, before submitting an application, applicants are urged to seek legal counsel regarding

potential conflict of interest concerns that they may have and requirements for disclosure. Applicable statutes include, but are not limited to, Government Code Section 1090, and Public Contract Code Sections 10410 and 10411 for State conflict of interest requirements.

Applicants should note that by submitting an application, they waive their rights to the confidentiality of that application. RMC staff will review each application. Once the application is signed and submitted to RMC any privacy rights as well as other confidentiality protections afforded by law will be waived.

6.3 Project Withdrawal

If a Grantee wishes to withdraw a Project, Grantee shall notify RMC in writing. In the event an approved project cannot be completed, and if grant funds were advanced, those funds, plus any accrued interest, must be returned to the State. If the CEQA/NEPA work is done after the grant has been awarded, and the determination is an impediment to completing the project, RMC will reimburse the applicant for costs expended up to 20 percent of the total grant as outlined above.

6.4 Eligible Costs

All eligible costs must be supported by appropriate documentation.

Costs	*Explanation*	*Examples*
Preliminary Costs (not to exceed 10% of grant total)	■ Costs incurred after a Contract with RMC has been fully executed, including planning, plan documentation, designs, appraisals and negotiations, permit costs, consultant costs, and other costs necessary to execute eligible projects, occurring pre-construction ■ Expenditure subject to maximum of 10% of total grant. For complicated and extensive projects, this maximum may be increased to 20 percent on an exceptional basis. Please contact RMC with questions (a total of 20% of the grant agreement is limited for both Indirect /Overhead and Preliminary Costs).	■ CEQA/NEPA compliance ■ Construction plans ■ Conceptual Designs ■ Pre-schematic work ■ Technical consulting ■ Preparation of Bidding docs ■ Permits/Appraisals ■ Acquisition documents, etc.
Personnel or Employee Services	■ Must be computed according to the Grantee's prevailing wage or salary scales ■ Must be computed on actual time spent on Project ■ Must not exceed the Grantee's established rates for similar positions	■ Wages and benefits ■ Work performed by another section/department in agency
Consultant Services	■ Costs paid to consultants necessary for the Project ■ Consultants must be paid in compliance with the Grantee's customary method and rate ■ No consultant fee shall be paid to the Grantee's own employees without prior approval	■ Costs paid to consultants necessary for the Project

Costs	*Explanation*	*Examples*
Construction	■ All necessary construction activities ■ Construction management	■ Site preparation, grading ■ Facility development ■ Inspection and construction management
Construction Equipment	■ The Grantee may only charge the cost of the actual use of the equipment during the time it is being used for Project purposes ■ The Grantee may use the California Department of Transportation's equipment rental rates as a guide ■ The Grantee shall prorate the value of the purchased equipment toward the Project based on hours of usage ■ The equipment use charges must be made in accordance with the Grantee's normal accounting practices ■ The Grantee must describe the work performed, the hours used, and related use to Project	■ Rental equipment ■ Leased equipment ■ Purchased equipment
Fixed Equipment	■ Equipment permanently fixed to Project facility	■ Fixed resting areas/benches
Construction Tools/ Supplies/Materials	■ May be purchased for specific Project, or may be drawn from central stock if claimed costs are no higher than those the Grantee would pay ■ Costs may be capitalized according to the Grantee's standard policy ■ The Grantee may only claim those costs reasonably attributable to the Project	■ Materials such as concrete, wood, etc. ■ Supplies such as fasteners, nails, or other hardware and non-fixed equipment
Relocation Costs	■ Costs resulting in displacement of a person/business ■ The Grantee shall comply with State Relocation Act requirements.	■ See Chapter 16, Section 7260, Government Code.
Acquisition Costs	■ Appropriate costs of acquiring real property ■ DGS approved appraisal costs	■ Purchase price/Appraisals ■ Title/Escrow fees ■ Surveying/Improvements
Indirect/Overhead	■ Costs shall not exceed 10% of grant total and of each submitted reimbursement payment	■ Administrative overhead
Restoration/ Rehabilitation Costs	■ All required materials for restoration/rehabilitation work ■ Includes removal and disposal of exotic/invasive species	■ Planting/Soil improvements ■ Irrigation systems (temporary or permanent, as applicable)
Environmentally Aimed BMP Measures	■ Components to storm water management projects that include habitat supporting measures	■ Filtration systems ■ Erosion control materials
Education Infrastructure	■ All fixed materials that serve interpretive or educational purposes	■ Signs/Interpretive aids/Kiosks

Costs	Explanation	Examples
Miscellaneous	■ Other Project-related costs	■ Communications expenses ■ Construction insurance ■ Signs/Interpretive aids ■ Transportation costs

6.5 Ineligible Costs

The following is a non-exclusive list of ineligible project costs:

Costs	Explanation	Examples
Operations and Maintenance Costs	■ Costs necessary for the short or long term operation and maintenance of property or facilities once the property has been acquired or the facility or area has been restored, rehabilitated, or developed	■ Personnel or employee services ■ Equipment, supplies
Non-fixed Equipment	■ Equipment that is not permanently fixed to the project facility or used for construction	■ Computer equipment (hardware and software) ■ Portable equipment
Playground Equipment or Infrastructure	■ Active recreation equipment costs are ineligible	■ Swingsets, skateparks, pools, ball field apparatus, basketball courts
Mitigation Costs	■ Costs associated with exclusively fulfilling mitigation requirements for this or other projects	■ Land acquisition, development, restoration or rehabilitation for mitigation for this or other projects
Ceremonial or Publicity Expenses	■ Funds may not be used for ceremonies, parties, or other publicity expenses (except for required signage)	■ Food and beverages ■ Facility rental
Ineligible Travel	■ Travel costs not directly associated with the project ■ Travel claimed when no work time was claimed for the same period	■ Travel expenses
Lobbying/ Fundraising	■ Costs associated with grant application preparation, for this grant or for others associated with this or any other project ■ Costs associated with lobbying legislature or other bodies for funds for this or any other project	■ Staff time ■ Lobbyist fees ■ Travel expenses
Contract Cost Overruns	■ Unapproved contract costs overruns exceeding the allowable amount as per contract budget specifications	■ Unapproved costs

Questions associated with eligible or ineligible costs should be directed to the Grant Program Administrative Contact **prior to** submittal of application or budget. The RMC highly recommends grantees to review and follow the most recent publication of OMB Circular A-87 *Cost Principles for*

State, Local and Indian Tribal Government for identifying direct and indirect costs eligible for grant reimbursement.

6.6 Changes to Project Scope

A Grantee wishing to change the scope of an approved project shall submit the proposed change in writing to RMC for approval. Any change must be consistent with the authorizing legislation and *Common Ground* and *Phase II Final Report*.

6.7 Time Extensions

The Grantee is expected to complete the project according to the time identified in their project timeline. However each contract will have a project performance period of two years to allow for unexpected events. An extension beyond the two-year performance period, or beyond Spring 2023, is unlikely. In no case shall a grant be extended past the last date for expenditure of bond funds.

6.8 Payments of Grant Funds

- Disbursements of grant funds will be made incrementally, as separate components of the Project are satisfactorily completed.
- Payments shall be on the basis of costs incurred, less ten percent (10%) to be withheld from all invoiced amounts.
- Requests for reimbursement are preferred on a quarterly basis. Requests must include documentation that demonstrates that costs have been incurred and an itemized description of all work done for which reimbursement is requested. Payment requests should clearly identify the specific elements of the work plan to which they pertain, such as an updated budget and tasklist.
- Any requests for indirect costs must include the methodology and justification for the indirect costs. Payment requests may be reduced or denied if these costs are not sufficiently supported. Indirect costs should already be listed as a task/line item in the grant's approved budget.
- Grantees should allow four to six weeks to receive payment after submitting a complete payment request package.
- Any request that is submitted without supporting documents will not be approved for payment.

6.9 Advance Payment Requests

- ***As a general rule, advance payments for Project costs are not allowed.*** RMC, at its sole discretion, may honor advance payment requests, if warranted by a documented compelling and immediate need.
- If an advance payment is requested, the Grantee will complete a Payment Request Form accompanied by a written request for advance payment and an itemized schedule of all cost estimates for services, equipment and supplies (plus supporting documentation) to support the immediate need of the requested advanced amount.
- If any advance payments are received from the RMC, they must be deposited into a sole and separate account from other grantee funds. Any interest earned on advances shall be spent on eligible Project costs subject to prior approval by RMC. Unless spent on approved costs, the grant Agreement shall be reduced by the amount of the interest earned.

- Advanced funds must be fully expended within thirty (30) days of the date on the warrant. A Payment Request Form (with “Advance Reconciliation” selected) must be completed and submitted to the RMC within sixty (60) days from the date on the warrant. If the advanced funds were not fully expended within the allotted thirty (30) days, grantees must return the balance of the advanced funds plus any accrued interest with the Payment Request Form.

With the exception of Acquisition Projects, though grantees may submit several requests for advanced funds throughout the life of the grant, the maximum total aggregated amount of advanced funds cannot exceed fifty percent (50%) of the total grant amount.

- For Acquisition Projects, advances are made after the property is in escrow. Immediately upon receipt, such advances shall be placed into escrow.

6.10 Final Payment Request

The funds withheld from Project payments are referred to as the Final Payment Request. The Project Completion procedures ***are specified in the Grant Agreement.***

6.11 Site Visits

The Grantee shall permit and arrange periodic site visits including a final inspection by RMC to determine if the work performed is in accordance with the approved Project Scope.

6.12 Loss of Funding

The following actions may result in a loss of part or all of the funding allocation to the Grantee:

A Grantee fails to return a signed agreement with the RMC within 60 days of receipt of the grant agreement.

A Grantee withdraws from the Program.

A Grantee fails to complete all funded Projects and/or fails to submit all documentation no later than three years from grant award unless otherwise approved for extension by the RMC.

6.13 Land Acquisition Instructions

Estimated fair market value of land and improvements—Under the terms of the grant Program, RMC and the State Department of General Services must approve the appraised fair market value of the Acquisition. State participation in projects is limited to value approved by DGS.

Willing Seller—Provide evidence that landowner(s) are willing participant in any proposed real property transactions. RMC does not have authority of eminent domain and grant funds can not be used for that application.

Relocation Costs—Attach additional pages as needed. Provide a parcel-by-parcel analysis of the extent of the relocation assistance required by the State Relocation Act requirements, (Chapter 16, Section 7260, Government Code). Include at a minimum:

- The number of persons/businesses displaced
- The types of displaced entities (families, small retail businesses, large wholesale or manufacturing enterprises, farms, churches, hospitals, etc.)
- The Tenure (month-to-month rent, long-term lease, or fee title) of the displaced entities

- Any special problems inherent in relocating the displaced entities (lack of adequate replacement housing, large inventory of merchandise to be moved, or unique quality of the enterprise difficult to duplicate at any other location)

Contingency—Cannot be used to increase the fair market value appraisal.

Attach:

- Annotated Assessor's Plat showing proposed Acquisition and approximate location of Project improvements that will affect the Project; if a creek or other drainage way crosses the property, sketch its approximate location
- Written description of parcel from the recorded deed on file in Assessor's office
- Copies of any easements, mineral rights, or other conditions that may affect the proposed parcel on file in Assessor's Office
- USGS 1:24,000 scale Quad map with the parcel clearly marked on it

6.14 Land Tenure Requirements

Applicants must certify to RMC that they have adequate control of, and Tenure to, properties to be improved under this program. Adequate controls include, but are not limited to ownership, lease, easement, joint-powers agreement, or other long-term interest in the property, or have a satisfactory Agreement with the legal owner/administering agency. RMC recognizes that specific activities may change over time; however, the property must remain available for compatible public use.

The Grantee and/or landowner shall:

1. Maintain and operate the property funded under this program for a period of:
   - At least 20 years for grants up to $1 Million
   - At least 25 years for grants over $1 Million
   - For urban stream restoration projects, alternate maintenance and operation periods may be negotiated, as appropriate for individual projects
2. Use the property only for the purpose for which the Grant was made and to make no other use or sale or other disposition of the property. With the approval of RMC, the Grantee or the Grantee's successor may transfer the responsibility to maintain and operate the property in accordance with this section. A lease or other short-term agreement cannot be revocable at will by the lessor.
3. The Grantee shall not use or allow the use of any portion of the real property for mitigation (i.e. to compensate for adverse changes to the environment elsewhere).

6.15 Accounting Requirements

Grantees shall maintain an accounting system that does all of the following:

- Accurately reflects fiscal transactions, with the necessary controls and safeguards
- Follows generally accepted accounting principles.
- Provides good audit trails, especially the source documents (purchase orders, receipts, progress payments, invoices, time cards, cancelled warrants, warrant numbers, etc.)
- Provides accounting data so the total cost of each individual Project can be readily determined

- Grantees are recommended to have a record retention policy that includes the record retention of bond funded projects and their respective expenditures. These types of expenditures should be retained for the life of the bond (generally 25-30 years).

6.16 Audit

Projects are subject to audit by the State for three years following the most recent payment including the final payment of grant funds. The purpose of the audit is to verify that project expenditures were made in accordance of the respective bond act(s), RMC grant guidelines, and that expenditures were properly documented.

If your project is selected for audit, you will be contacted at least 30 days in advance. The audit will include all books, papers, accounts, documents, or other records of the Grantee, as they related to the project for which RMC funds were granted. The Grantee shall have the Project records, including the source documents and cancelled warrants, readily available to the State. The Grantee must also provide an employee having knowledge of the Project and the accounting procedure or system to assist the State's auditor. The Grantee shall provide a copy of any document, paper, record, or the like requested by the State.

All Project records must be retained for at least five years following an audit or final disputed audit findings.

SECTION 7 : Appendices

The appendices listed below are included in this report on the following pages:

Appendix A: RMC General Policies 28-33
Appendix B: Project/Planning Evaluation Criteria 34-41
Appendix C: Definitions 42-48
Appendix D: Application (updated 9/14/2020) 49-51
Appendix D2: Very Small Grants Program Application 52-55
Appendix E: Signage Guidelines 56-57
Appendix F: Sample Resolution 58-59
Appendix G: Permit Form 60
Appendix H: Conservation Corps Consultation Form 61-62
Appendix I: RMC Region Map 63
Appendix J: Lower LA River Map 64

Appendix A: RMC General Policies

A. Guiding Principles

The overall policy guidelines for the RMC are found in two primary references: the statute which created the RMC, Public Resources Code Section 32600, and *Common Ground, from the Mountains to the Sea*, the watershed and open space plan for the *Los Angeles and San Gabriel River watersheds* which was adopted by the RMC and further identifies the polices of the agency. Both documents can be found at: http://www.rmc.ca.gov/.

Further, the RMC requires that all proposed projects, as applicable, follow the guidelines and principles identified in the Greater Los Angeles County Integrated Regional Water Management Plan, Los Angeles River Master Plan, San Gabriel River Master Plan, the Watershed Plans for the Rio Hondo, Coyote Creek, Compton Creek, and Upper San Gabriel River (if available). Consistency with these policies is an essential element of the grant agreement required for execution by all successful project applicants.

Further, RMC is committed to promoting projects which meet multiple objectives such as, providing water quality protection through storm water best management practices on urban land which creates new open space with passive recreation elements and educational/interpretive elements. The RMC further promotes project partnerships which increase stakeholder involvement and commitment, and projects that bundle multiple funding sources which increase project resources.

Data-based Geographic Information System (GIS) decision support tools are available to help applicants evaluate projects to ensure that they meet RMC funding criteria, prioritizations, and policy objectives and will be used by RMC staff to evaluate and validate information submitted on some projects. Pertinent data on regional analysis can be found on an interactive map on the RMC website. The Trust for Public Land's Climate Smart Cities' Los Angeles mapping portal provides a robust decision support tool that provides reports down to the parcel level (requires users to create a login in order to use)—https://web.tplgis.org/csc_losangeles/. Additional tools include State Parks' Community FactFinder and Department of Water Resources' (DWR) DAC Mapping Tool.

B. RMC's Three Program Areas

Urban Land: Land within the developed, urban core of the RMC Region that does not fall directly within the other two categories of River/Tributary Parkways and Mountains, Hills and Foothills. **It is the primary intent of this program to create new accessible urban passive open space and recreational opportunities.**

River/Tributary Parkways: Land falling within one-quarter mile on either side of the centerline of a river or tributary within the RMC Region, but not within a Mountains, Hills, and Foothills or Urban Land area. **The primary intent of this program is to provide for a revitalized accessible river parkway along the main stems of the San Gabriel and Lower Los Angeles Rivers and their tributaries, increase riparian corridors, and provide enhanced recreational opportunities.**

Mountains, Hills, and Foothills: Land lying within the area of a named system of mountains, hills, and foothills. More specifically, land lying within the geographic area of the San Gabriel Mountains, the San Jose, San Rafael, Montebello (Repetto), Puente, Chino, Coyote, or Signal Hills, the San Gabriel foothills, and within the Region of the RMC and NOT within the Urban Lands or

River/Tributary Parkways area. **The primary intent of this program is watershed, habitat, and wildlife corridor protection, trails and public access as appropriate to the site.**

C. Project Criteria

RMC requires that all proposed projects, as applicable, meet the following criteria. Criteria which are applicable to the project must be described adequately in the Project Development Plan.

1. ACCESS VALUE

The RMC considers access to parks, open space, trails, bikeway, natural areas and low impact recreation for all persons within a ¼ or 10 minute walk from their homes to be a primary objective in our programs. Further, access to all members of our communities must be consistent with the physical and/or cultural needs within all our communities.

Projects will be designed with accessible park staging areas and trails meeting the minimum guidelines established by the U.S. Access Board. The Access Board is the Federal agency responsible for creating guidelines and standards for accessible environments (http://www.access-board.gov/news/outdoor-nprm.htm). The minimum requirements found in the Outdoor Developed Areas Final Report are based on the following principles:

A) Protect resource and environment
B) Preserve experience
C) Provide for equality of opportunity
D) Maximize accessibility
E) Be reasonable
F) Address safety
G) Be clear, simple, and understandable
H) Provide guidance
I) Be enforceable and measurable
J) Be consistent with Americans with Disabilities Act Accessibility Guidelines (ADAAG) as much as possible
K) Be based on independent use by persons with disabilities.

The RMC is committed to providing ***bike, hiking and equestrian*** trails, improving access to trails and adding trails within its Region.

1. All trails will be designed for multiple uses as appropriate to the site and community.
2. When planning a trail, the guiding principles in "Planning Trails with Wildlife in Mind" available on the RMC website (www.rmc.ca.gov) must be utilized in the trail design.
3. A useful resource for trail design and management is "*Trails for the 21st Century: Planning, Design and Management Manual for Multi-Use Trails*" (Flink et al: 2001). This resource has useful information on sustainable design and construction as well as wildlife concerns in design and management of trails.

2. URBAN LAND VALUE

"Green" infrastructure, particularly in urban areas, provides much needed opportunities for recreation and community areas for residents to enjoy nature. RMC is committed to working with public and private partners to create new parks, open space, and trails in areas with the greatest need. Many urban areas lack adequate parkland to meet the needs of community residents, especially youth and low-income residents. RMC is working with our partners to facilitate increased opportunities for parks

through a variety of strategies that include joint-use agreements, land acquisition, development of existing public land, and restoration of negatively impacted sites.

The RMC is committed to improving the quality of life for the communities in which we work. Low impact recreational opportunities in parks, open space, and trails enhance the overall health and well-being – critical to personal quality of life. Recreational opportunities facilitate social interactions, as well as improve moods, reduce stress and enhance a sense of ***physical and mental*** wellness. RMC projects will create areas that allow for communities to engage in low impact physical activity.

3. WATER RESOURCES AND QUALITY VALUE

The RMC encourages projects which provide for water conservation, groundwater recharge, improve stormwater quality, drinking water quality, and flood management using natural and non-structural systems.

1. Site grading, bio swales, and/or porous materials will be used to retain storm water on site to the maximum extent feasible, consistent with the Standard Urban Stormwater Mitigation Program adopted by the LA Regional Water Quality Control Board.
2. Porous materials and/or recycled paving materials will be used instead of impervious paving materials for projects requiring pavement (i.e., parking lots, trails, etc.) unless prohibited by local building codes.
3. Storm water best management practices (BMPs) must be utilized on the project site. In areas where grading, vegetation clearing, or planting is planned, BMPs must be utilized to control excessive erosion while vegetation becomes established.
4. Any irrigation installed on the project site must be a water efficient irrigation system. In projects where turf is planned, both a rain sensor and a soil moisture meter are required to ensure water efficient irrigation practices. A rain sensor will halt irrigation on days it is raining, eliminating excessive water runoff. A soil moisture meter will automatically shut off irrigation when the root zone of the turf becomes saturated, preventing excessive irrigation runoff. Projects should try to utilize recycled water.
5. All projects funded by the RMC must be consistent with applicable water supply, water quality and flood control policies and conform to the requirements of Public Resources Code Section 32621.
6. Projects that include open water should include design elements and maintenance schedules that inhibit mosquito breeding and reduce the need for vector control.

4. HABITAT (Creation, Enhancement, Preservation, and Restoration) VALUE

RMC's habitat goals are to create, enhance, preserve, protect, and restore important terrestrial, avian, and aquatic habitats in the watersheds and to preserve or establish habitat linkages and/or corridors.

1. The benefits for native habitat diversity, species biodiversity, and target species richness must be addressed if the creation of new natural habitat (that did not formerly exist on site) is within the scope of the project.
2. The benefits for native habitat diversity, species biodiversity, and target species richness must be addressed if the enhancement of existing natural habitat is within the scope of the project.
3. The benefits for native habitat diversity, species biodiversity, and target species richness must be addressed if the preservation of existing natural habitat is within the scope of the project.

4. The potential for a project to result in habitat alterations or other similar disturbances must be considered and addressed. If the project negatively impacts existing habitat as part of the enhancement or restoration, a strategy to mitigate adverse impacts and for quantifying the success of the mitigation must be identified. All necessary permits must be obtained for projects that include major habitat modifications.
5. A minimum of 75% of the landscaping will be comprised of locally native plant species included in the RMC adopted plant palette. To maintain and support the integrity of local genetic biodiversity, plants shall be propagated from appropriate local sources consistent with Objective C-1 of the Los Angeles River Master Plan Landscape Guidelines, or the San Gabriel River Watershed Plant List, as it becomes available. Projects located in natural areas are required to use native plant species appropriate to that region. Referenced guidelines and plant lists adopted by RMC are located at: http://www.rmc.ca.gov/.
6. Plant materials shall exclude the use of invasive exotic plant species, as listed in the document "*California Invasive Plants Inventory*" published by the California Invasive Plant Council. For more information refer to the planning palette section of: http://www.cal-ipc.org/ip/inventory/index.php. Furthermore, any invasive exotic plant species that currently exist on the project site must be removed as part of the landscaping plan (phased removal is acceptable).
7. Facilities shall have infrastructure that facilitates and promotes the use of environmentally sound transportation to and from the site (bike racks, etc.). Parking facilities should be designed to limit environmental impacts.

RMC is committed to addressing global climate change and sustainable practices through the creation of new parks, open space, and trails, promotion of water conservation and recycling, use of sustainable materials, enhancing multi-use transit opportunities, and developing partnerships to reduce the carbon footprint of communities.

5. ENVIRONMENTAL JUSTICE AND DISADVANTAGED COMMUNITIES

People who live in disadvantaged communities face health disparities due to poor air quality, exposure to harmful pollution, and lack of public amenities and services. The RMC is committed to immediate investment in such areas to mitigate the disproportionate negative impacts felt in low-income and high polluted areas. In addition to the required investment in defined disadvantaged communities, applicants are encouraged to submit projects that are identified as high or very high need in the Los Angeles County Park Needs Assessment or are located in or adjacent to a disadvantaged community as defined by CalEnviroScreen 3.0 tool.

Applicants are also encouraged to describe non-climate related co-benefits, such as job creation, youth employment and job training, recreation, public health benefits, or programs that engage local communities through outreach, education, and interpretation, particularly as it relates to long-term stewardship and climate change awareness.

6. MATCHING FUNDS

The RMC does not require matching funds; however, it is important to recognize the efforts of local communities to secure other funding, therefore special consideration will be given to projects which identify substantive matching funds for otherwise competitive project proposals. Projects that have low overhead costs will also be more competitive.

7. READINESS

To the extent practicable, priority for funding pursuant to this division will be given to local parks projects that have obtained all required permits, entitlements, and environmental analysis, if required.

8. STAKEHOLDERS/PARTNERS RESOURCE VALUE

The RMC is committed to projects that are well designed and appropriately used by the community once completed. The stakeholder process is a critical element to all successful projects. Each project will identify and include a plan to involve stakeholders/partners in their project. Stakeholders/Partners on a project are those that can give strategic and expert information to ensure the project is successful. These groups may include, but are not limited to; the surrounding community, agencies with jurisdiction over the project, non-profit organizations in the community, and other staff/departments of the project applicant's organization. Community meetings should be presented in a language that is reflective of the community and further, these meeting should be held at times when the target audience is likely to attend.

The RMC encourages partnerships with State or local youth employment programs (e.g., California Conservation Corps, Los Angeles Conservation Corps, Conservation Corps of Long Beach and/or similar youth employment programs).

1. Each project will include stakeholder communication and participation in the development, design, and construction of a project, where appropriate.
2. The project will include active stakeholder participation during all phases. Some examples of stakeholder participation are:
    A) Focus groups: a specific small group of the community with expertise, knowledge or that will be affected by the project.
    B) Community meetings: a series of meetings where a large portion of the community surrounding or influenced by the project, as well as agencies, non-profits, school personnel, etc., are invited to be informed and updated then asked to give input to the project.
    C) Technical groups/committees: a series of meetings where government agencies, experts, academics (appropriate to the project) are asked to give expert advice on a project.

The RMC is committed to protecting sites that include archaeological, cultural or historical resources. If a project will result in adverse impacts to any such resources, the project scope will include appropriate measures to mitigate adverse impacts.

Educational and Interpretive elements allow the project to communicate its place in the watershed, and potentially provide the community with tools to understand the watershed and appropriate behaviors within the watershed.

1. Any educational/interpretive and/or informational elements and signage must be included in all development projects and must be consistent with applicable plans, i.e., the Los Angeles River Master Plan and San Gabriel River Corridor Master Plan, the Signage Guidelines.
2. All signage will be accessible to most users.
3. All signage will be culturally and linguistically appropriate to the community of users.
4. The educational/interpretive message will include natural history, cultural history, and watershed stewardship.
5. The planning and design for the project will include active stakeholder participation.

There will be measurable goals with regard to public education in any educational element

9. STEWARDSHIP AND MANAGEMENT PLAN VALUE

Stewardship is a critical component of a successful project and due to the often-difficult budgetary constraints faced by project applicants it is mandatory that each RMC funded project have a long term sustainable management plan in place.

1. Each project will have active stakeholder participation in the long-term management of the facility/site.
2. A post-restoration habitat maintenance plan must accompany habitat restoration plans.
3. Committed involvement by qualified community groups in future habitat stewardship is highly encouraged.
4. Applicant has organizational capacity and experience maintaining and operating projects of similar size and scope.

Appendix B: Evaluation Criteria

Staff will deem a grant application complete when it has passed the initial selection process. Staff will submit completed grant applications to the Grant Selection Committee for evaluation and scoring by utilizing the evaluation criteria set forth below. Applications achieving an average score of 70 percent or higher will be more likely to qualify for recommendation of grant funds to the RMC Board. RMC has established two evaluation criterions, one for implementation projects and one for planning, technical assistance, and acquisition projects.

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Project Implementation Evaluation Criteria

Criteria	Rivers & Tributaries	Urban Land	Mountains & Foothills	Lower LA River Prop 1
1.0 Access Value				
1.1. Project is identified in an Open Space, Park, or Watershed-Improvement Plan, such as: urban greening plan, river revitalization plan, watershed management plan. active transportation plan, etc. **--OR--** 1.2. Project includes improvements to a non-motorized trail system or improves connections to an existing trail, community facility, recreation area, or school.	5	5	5	5 1
1.3. Project includes directional signage program that enhances public access.	1	1	1	1
1.4. Project is within ¼ mile or 10 minutes walking distance of a residential area.	1	2	1	1
1.5. Project is within ¼ mile or 10 minutes walking distance of a major public transportation hub (e.g. high-use or regional bus stop and/or transit station) or Class I Trail or Class II Bike Lane.	2	2	1	2
1.6. Project would accommodate a new trail into an inaccessible area.	2	2	2	2
Subtotal	**11**	**12**	**10**	**12**
2.0 Urban Land Value				
2.1. Project includes 3 or more of the following elements to address climate change: 1) Sustainable site planning and land use compatibility 2) Safeguarding water and water efficiency, 3) Energy efficiency and renewable energy, 4) Conservation or recycling of materials and resources, and 5) Carbon sequestration	5	5	5	5
2.2 Project contributes to the removal of a nuisance or contaminated property/use from the community.	1	3	0	1

2.3 Project contributes to an existing or new park, natural area, or greenway in an urbanized area.	3	3	1	3
2.4 Project involves joint-use of a site (e.g. a school yard, is a public park during off-school hours).	1	2	1	1
Subtotal	**10**	**13**	**7**	**10**
3.0 Water Sustainability/Water Quality/Water Infrastructure				
3.1. Project provides a new opportunity for substantial water conservation and/or water quality improvements.	3	3	4	4
3.2. Project maintains and improves flood protection through natural and non-structural systems and ecosystem restoration and/or includes treatment of water runoff	3	3	4	3
3.3. Project promotes and implements the California Water Action Plan objectives which include: more reliable water supplies, the restoration of important species and habitat, and a more resilient and sustainably managed water infrastructure.	2	1	3	2
3.4. Establish riverfront greenways to cleanse water, hold floodwaters and extend open space.	2	1	1	2
3.5. Project utilizes recycled water (e.g. greywater or purple pipes project).	1	1	0	1
3.6. Project is part of or consistent with Watershed Management Plans (WMPs), Enhanced Watershed Management Plans (EWMPs), and/or Integrated Regional Water Management (IRWM) Plans within the Greater LA County region.	2	2	1	3
Subtotal	**13**	**11**	**13**	**15**
4.0 Habitat and Restoration Resource Values				
4.1. Project results in new habitat and increases at least one of the following: terrestrial, avian, or aquatic habitats or creates new linkages or corridors. – **OR –** 4.2. Project preserves threatened natural habitat and protects native floral and faunal biodiversity that may be lost to a planned development. **– OR –** 4.3. Project preserves and/or enhances existing natural habitat and protects native flora and fauna biodiversity.	3	3	6	3
4.4. Project maintains a more than a 75% native plant palette or substantial in-stream or native riparian habitat.	2	2	2	2
4.5. Project supports restoration of river parkways as defined by the California River Parkways Act of 2004, Section 79732 (a)(3). Project must involve natural creeks, streams, and/or rivers, and includes recreation, habitat, flood management, parkway conversion, conservation, and/or interpretive education elements.	2	1	3	2

4.6. Project supports resiliency and adaptation to climate change and compliant with Global Warming Solutions Act of 2006, (AB 32). Activities could include land protection, urban forestry, wildfire mitigation, and restoration of wetlands, woodlands, riparian areas, and/or seagrass.	3	2	5	2
Subtotal	**10**	**8**	**16**	**9**
5.0 Environmental Justice and Disadvantaged Communities				
5.1. Cal-Enviro Screen standards- https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-30 Up to 10 bonus points will be awarded to proposed projects that primarily benefit communities with high pollution burdens and/or high population characteristic scores, based on CalEnviroScreen maps. If your project area is not included in the Cal-Enviro maps, then include in the project narrative, the data and analysis utilized for evaluating the pollution burden and it is also the best available science. 5 points= CalEnviro Screen 3.0 score of 61% -70% ; 7 points = CalEnviroScreen 3.0 score of 71% -80% ; 10 points = CalEnviroScreen 3.0 score of 81% or higher	10	10	10	10
5.2. *Project creates a sense of community through educational outreach, community activities, and programs.	1	1	1	1
5.3. Project concept and designs are a result of direct community input held through community meetings within the vicinity of where project is located, and occurred no earlier than January 2016.	2	2	2	2
5.4. Project will serve a park poor community defined as having less than 2 acres/0.8 hectares of open space per 1,000 residents—see http://www.parksforcalifornia.org/communities.	2	2	1	2
5.5. Project creates new park space or improvements to an existing park space in a severely disadvantaged community (SDAC) or serves a SDAC defined as a census tract with a population that has less than 80% of the state's annual median income, see https://gis.water.ca.gov/app/dacs/	5	5	5	3
5.6. Project design and/or location provides relief from the negative impacts of urban density such as incompatible land uses, industrial impacts, or effects of a nearby freeway.	2	2	1	2
5.7. Project conforms to the RMC Environmental Justice Policy per Section 2.4 (e.g. community driven empowerment, ID of incompatible land uses, and green infrastructure promoting open space and trails).	3	3	3	3
Subtotal	**25**	**25**	**23**	**23**
6.0 Matching Funds				
6.1. Project sponsor will contribute 100% or more matching funds (does not include in-kind services; can be other grants/gifts or private and local funding). **– OR –**	7	7	7	7

6.2. Project sponsor will contribute 50% or more matching funds (does not include in-kind services; can be other grants/gifts or private and local funding). **– OR –**	5	5	5	5
6.3. Contribution of matching funds will count towards completion of the entire project being submitted for funding	3	3	3	3
6.4. Projects has low or no overhead costs	2	2	2	2
Subtotal	**9**	**9**	**9**	**9**

7.0 Readiness

7.1. Project has completed CEQA/NEPA requirements or are advanced in the environmental analysis and review process.	2	2	2	2
7.2. Project has received permit approvals (Fed, State, Local). --OR-- For Acquisitions, completed Due Diligence, such as Title Report, Willing Seller Letter, and Appraisal.	3	3	3	3
Subtotal	**5**	**5**	**5**	**5**

8.0 Stakeholders/Partners Resource Value

8.1. Project is a multi-benefit and multi-jurisdictional ecosystem and watershed protection project in accordance with statewide priorities. Multi-benefit = Achieves more than one water related element. Ex: water recycling AND trail use, water infrastructure AND sustainability, etc. Multi-jurisdictional = Partnership with more than one city, agency, or non-profit organization.	3	3	3	3
8.2. Project is significant to one or more local citizen groups or non-governmental organizations as evidenced by a letter of support from the organization's governing body. At least 3 letters must be submitted for points (letters from government agencies receive less credit).	3	3	3	3
8.3. Projects will use the California Conservation Corps for project implementation (whole or partial) or look to hire youth through certified Youth Employment Program in coordination with the State/County or qualified non-governmental organization (NGO).	3	3	3	3
8.4. Educational/Interpretive and/or informational elements are included.	1	1	1	1
8.5. *Signage or educational/interpretive message includes the natural history, cultural history, and watershed stewardship, and/or that promote physical activity and "healthy living" practices such as mileage markers, walking trails and other physical activities (not included in criteria).	1	1	1	1
Subtotal	**11**	**11**	**11**	**11**

9.0 Stewardship and Management Plan Value

9.1. Project will be managed in such a manner as to provide maximum long term habitat protection and has an established long-term maintenance plan (at least 20-25 years) as evidenced by an adopted guidelines or agreement, such as with a non-profit.	3	3	3	3
9.2. Project includes a landscape maintenance manual containing details regarding logistics of weed management, trail maintenance, trash management, unauthorized uses, and a habitat establishment monitoring program.	1	1	1	1
9.3. Applicant has organizational capacity and experience maintaining and operating projects of similar size and scope (e.g. 5+ years of experience or recent successes).	2	2	2	2
Subtotal	**6**	**6**	**6**	**6**
TOTAL POINTS	**100**	**100**	**100**	**100**

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Project Planning/Technical Assistance/Acq. Evaluation Criteria

Criteria	Rivers & Tributaries	Urban Land	Mountains & Foothills	Lower LA River Prop 1
1.0 Access Value				
1.1. Project is identified in an Open Space, Park, or Watershed-improvement Plan, such as: urban greening plan, river revitalization plan, watershed management plan. active transportation plan, etc. **--OR--** 1.2. Project includes improvements to a pedestrian, equestrian and/or bicycle connection to an existing trail, trail system, community facility, recreation area or school.	6	6	6	5 2
1.3. Project is within ¼ mile or 10 minutes walking distance of a residential area.	1	2	1	1
1.4. Project is within ¼ mile or 10 minutes walking distance of a major public transportation hub (e.g. high-use or regional bus stop and/or transit station) or Class I Trail or Class II Bike Lane.	2	2	1	2
1.5. Project would accommodate a new trail into an inaccessible area.	2	2	2	2
Subtotal	**11**	**12**	**10**	**12**

2.0 Urban Land Value

2.1. Project includes 3 or more of the following elements to address climate change: 1) Sustainable site planning and land use compatibility 2) Safeguarding water and water efficiency, 3) Energy efficiency and renewable energy, 4) Conservation or recycling of materials and resources, and 5) Carbon sequestration	5	5	5	5
2.2 Project contributes to the removal of a nuisance or contaminated property/use from the community.	1	3	0	1
2.3 Project contributes to an existing or new park, natural area, or greenway in an urbanized area.	3	3	1	2
2.4 Project involves joint-use of a site (e.g. a school yard, is a public park during off-school hours).	1	2	1	1
Subtotal	**10**	**13**	**7**	**9**
3.0 Water Sustainability/Water Quality/Water Infrastructure				
3.1. Project provides a new opportunity for substantial water conservation and/or water quality improvements.	3	3	5	4
3.2. Project maintains and improves flood protection through natural and non-structural systems and ecosystem restoration and/or includes treatment of water runoff	3	2	3	3
3.3. Project promotes and implements the California Water Action Plan objectives which include: more reliable water supplies, the restoration of important species and habitat, and a more resilient and sustainably managed water infrastructure.	2	2	3	2
3.4. Establish riverfront greenways to cleanse water, hold floodwaters and extend open space.	2	1	1	2
3.5. Project will utilize recycled water (e.g. greywater or purple pipes project).	1	1	0	1
3.6. Project is part of or consistent with Watershed Management Plans (WMPs), Enhanced Watershed Management Plans (EWMPs), and/or Integrated Regional Water Management (IRWM) Plans within the Greater LA County region.	2	2	1	3
Subtotal	**13**	**11**	**13**	**15**
4.0 Habitat and Restoration Resource Values				
4.1. Project results in new habitat and increases at least one of the following: terrestrial, avian, or aquatic habitats or creates new linkages or corridors. – **OR –** 4.2. Project preserves threatened natural habitat and protects native floral and faunal biodiversity that may be lost to a planned development. **– OR –** 4.3. Project preserves and/or enhances existing natural habitat and protects native flora and fauna biodiversity.	5	3	8	4

4.4. Project supports restoration of river parkways as defined by the California River Parkways Act of 2004, Section 79732 (a)(3). Project must involve natural creeks, streams, and/or rivers, and includes recreation, habitat, flood management, parkway conversion, conservation, and/or interpretive education elements.	2	1	3	2
4.5. Project supports resiliency and adaptation to climate change and compliant with Global Warming Solutions Act of 2006, (AB 32). Activities could include land protection, urban forestry, wildfire mitigation, and restoration of wetlands, woodlands, riparian areas, and/or seagrass.	5	5	8	4
Subtotal	**12**	**9**	**19**	**10**
5.0 Environmental Justice and Disadvantaged Communities				
5.1. Cal-Enviro Screen standards- https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-30 Up to 15 bonus points will be awarded to proposed projects that primarily benefit communities with high pollution burdens and/or high population characteristic scores, based on CalEnviroScreen maps. If your project area is not included in the Cal-Enviro maps, then include in the project narrative, the data and analysis utilized for evaluating the pollution burden and it is also the best available science. 5 points= CalEnviro Screen 3.0 score of 61% -70% ; 10 points = CalEnviroScreen 3.0 score of 71% -80% ; 15 points = CalEnviroScreen 3.0 score of 81% or higher	15	15	15	15
5.2. Project concept and designs are a result of direct community input held through community meetings within the vicinity of where project is located, and occurred no earlier than January 2016.	3	3	3	3
5.3. Project will serve a park poor community defined as having less than 2 acres/0.8 hectares of open space per 1,000 residents—see http://www.parksforcalifornia.org/communities.	2	2	1	2
5.4. Project creates new park space or improvements to an existing park space in a severely disadvantaged community (SDAC) or serves a SDAC defined as a census tract with a population that has less than 80% of the state's annual median income, see https://gis.water.ca.gov/app/dacs/	7	7	5	7
5.5. Project design and/or location provides relief from the negative impacts of urban density such as incompatible land uses, industrial impacts, or effects of a nearby freeway.	2	3	1	2
5.6. Project conforms to the RMC Environmental Justice Policy per Section 2.4 (e.g. community driven empowerment, ID of incompatible land uses, and green infrastructure promoting open space and trails).	3	3	3	3
Subtotal	**32**	**33**	**28**	**32**

6.0 Matching Funds				
6.1. Project sponsor will contribute 100% or more matching funds (does not include in-kind services; can be other grants/gifts or private and local funding). **– OR –**	7	7	7	7
6.2. Project sponsor will contribute 50% or more matching funds (does not include in-kind services; can be other grants/gifts or private and local funding). **– OR –**	5	5	5	5
6.3. Contribution of matching funds will count towards completion of the entire project being submitted for funding	3	3	3	3
6.4. Projects has low or no overhead costs	2	2	2	2
Subtotal	**9**	**9**	**9**	**9**
7.0 Stakeholders/Partners Resource Value				
7.1. Project is a multi-benefit and multi-jurisdictional ecosystem and watershed protection project in accordance with statewide priorities. Multi-benefit = Achieves more than one water related element. Ex: water recycling AND trail use, water infrastructure AND sustainability, etc. Multi-jurisdictional = Partnership with more than one city, agency, or non-profit organization.	5	5	6	5
7.2. Project is significant to one or more local citizen groups or non-governmental organizations as evidenced by a letter of support from the organization's governing body. At least 3 letters must be submitted for points (letters from government agencies receive less credit).	3	3	3	3
Subtotal	**8**	**8**	**9**	**8**
8.0 Capacity				
8.1. Applicant has organizational capacity and experience maintaining and operating projects of similar size and scope (e.g. 5+ years of experience or recent successes).	5	5	5	5
Subtotal	**5**	**5**	**5**	**5**
TOTAL POINTS	**100**	**100**	**100**	**100**

**Criterion that are marked with an asterisk are not eligible for funding, however these elements will contribute to an applicant's overall score. Applicants must demonstrate that supplemental funding is available for non-eligible costs.*

Appendix C: Definitions

"**Acquisition**" means to obtain from a willing seller fee interest or any other interest, including easements and development rights, in real property.

"**Allocation**" means a distribution of funds or an expenditure limit established for a Grantee for one or more projects.

"**Applicant**" means the local, state, or federal agency, nonprofit organization, or Federally Recognized California Indian Tribe, requesting funding from a program administered by RMC.

"**Application**" means the individual Application Form and its required attachments and supporting documentation for grants pursuant to the enabling legislation and/or program.

"**Appraisal**" means a written statement independently and impartially prepared by a qualified appraiser setting forth an opinion of defined value of an adequately described property as of a specific date, supported by the presentation and analysis of relevant market information.

"**Appropriation**" means a budget authorization from a specific fund to a specific agency/or program to make expenditures or incur obligations for a specific purpose and/or period of time.

"California Indian Tribe" means any California Indian tribe, band, nation, consortia, or other organized group or community.

"**CEQA**" means the California Environmental Quality Act, Public Resources Code Section 21000, et seq.; Title 14 California Code of Regulations Section 15000, et seq. (For more information, please see http://resources.ca.gov/ceqa/more/faq.html) Applicants must assess the possible environmental consequences of projects, which they propose to undertake.

"**Competitive**" means the allocation of moneys for one or more projects for the acquisition, development, or interpretation of recreational lands and facilities, and historical or archeological resources on a project-by-project basis, based upon stated criteria, through the competitive process.

"**Common Ground**" refers to the San Gabriel and Los Angeles Rivers Watershed and Open Space Plan prepared by RMC and approved by a majority of the cities representing a majority of the population, the Board of Supervisors of Los Angeles County, and by the Central Basin Water Association and the San Gabriel Valley Water Association.

"**Connectivity**" means continuity in open space enabling linkages between open space, and wildlife habitat areas and typically including trails and passive or active recreation nodes.

"**Contract**" means the agreement between the RMC, grantee, property owner, and/or mortgage lender, specifying the payment of funds for the performance of a project scope within the project performance period by the grantee.

"**Contractor**" means the prime person or firm that has been selected by the grantee to perform the project work.

"**Development**" means improvements to real property by construction of new facilities or rehabilitation, restoration, renovation or additions to existing sites, property, or facilities.

“Disadvantaged community” (DAC) has the meaning set forth in subdivision (a) of Section 79505.5, is a community with an annual median household income that is less than 80 percent of the statewide annual median household income or a community with an annual per capita income that is less than 80 percent of the statewide annual per capita income (term may be amended). A Disadvantaged Communities Mapping Tool has been developed by Department of Water Resources to identify DACs for the purpose of Prop 1, please visit https://gis.water.ca.gov/app/dacs/

"**District**" means an agency of the state, formed pursuant to general law or special act, for the local performance of governmental or proprietary functions within limited boundaries, such as a regional park district, regional open space district, water district, conservation district, or flood control district.

"**Ecological Value**" means the project will support the relationships between living organisms and their environment.

"**Ecosystem**" means a balanced natural system of living organisms and their environment.

"**Enhancement**" means to modify current conditions and may be used to describe a project that would result in a natural resource, habitat, cultural or historic site, recreational area, or existing facility achieving a desired level of improvements while considering the protection of the natural environment. It is distinguishable from "restoration" in that it does not imply merely a return to historic natural conditions but may include the provision of recreation or other aspects that were not original features.

"**Environmental Education**" means programs and related facilities and processes that increase knowledge and awareness about the environment and help develop skills that enable responsible decisions and actions that impact the environment.

"**Environmental Justice**" is the fair treatment and meaningful involvement of all people –regardless of race, ethnicity, and income or education level – in environmental decision-making. Environmental justice programs promote the protection of human health and the environment, empowerment via public participation, and the dissemination of relevant information to inform and educate affected communities.

"**Exotic species**" means any non-indigenous plant or animal species.

"**Federally Recognized California Indian Tribe**" means any California Indian tribe, band, nation, or other organized group or community certified by the Secretary of the Interior as eligible for special programs and services provided by the Secretary of the Interior.

"**Grantee**" means an Applicant who has a contract for grant funds.

“**Green Building**” means a building which is designed, constructed, and operated consistent with the rating system for Leadership in Energy and Environmental Design rating system developed by the US Green Building Council.

"**Habitat linkage**" means connections between otherwise isolated areas of habitat that may (1) provide for daily and seasonal movements of animals; (2) facilitate dispersal, gene flow, and rescue effects (for animals or plants); (3) allow for range shifts of species; and (4) maintain flows of ecological processes (e.g., fire, wind, sediments, water).

“**Habitat creation**” means the formation or increase of at least one of the following: terrestrial, avian, or aquatic habitats or creates new linkages or corridors.

“**Habitat preservation**” means keeping threatened natural habitat and protects native floral and faunal biodiversity that may be lost to a planned urban development.

"**Habitat restoration**" means to return the site’s hydrology, topography and natural vegetative communities to historic predisturbance conditions so that the site provides food and shelter for wildlife, and performs natural processes including reducing the volume and velocity of runoff, and increasing the water infiltration rates.

"**Historical Resource**" includes, but is not limited to, any building, structure, site area, place, artifact, or collection of artifacts that is historically or archaeologically significant in the cultural annals of California.

"**Indirect Costs**" means 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 usually identified specifically with a grant, contract, project, or activity, but are necessary for the general operation of the organization. Examples include salaries and benefits of employees not directly assigned to the project; functions such as personnel, accounting, and salaries of supervisors and managers; and overhead such as rent, utilities, supplies, etc.

"**In-Kind**" means applicant's land, materials and/or services provided as matching funds for a project in lieu of monetary type funding.

“**Instream flows**” means a specific streamflow, measured in cubic feet per second, at a particular location for a defined time, and typically follows seasonal variations.

“**Integrated regional water management plan**” (IRWMP) has the meaning set forth in Part 2.2 (commencing with Section 10530) of Division 6, as that part may be amended.

"**Interpretation**" means an intelligent and meaningful presentation and explanation of the significance and value of natural resources or historical or archeological resources.

"**Jurisdiction**" means the legal boundary of the grant Applicant, i.e. the city, county, or district.

“**Large or multi sub watershed project**” means a project intended to: 1) address water quality, habitat, or other watershed restoration issues identified in more than one watershed plan; 2) address more than one habitat issue identified by the Green Visions planning tools; 3) provide substantive water quality benefits to more than one designated impaired water body; or 4) provide open space or passive recreational benefits in a location that is regionally accessible.

"**Local Conservation Corps**" means the local division of the California Conservation Corps, a state administered organization for youth volunteers to protect and enhance California’s environment and communities and provide assistance in emergencies.

"**Local Agencies**" means a city, county, or district entity formed for purposes pursuant to a joint powers agreement between two or more local entities that are eligible for Grant Programs administered by RMC.

"**Low Impact Recreation**" means any development, rehabilitation, or enhancement of resource-based facilities and the associated visitor activities that result in minimized impacts on natural areas and natural systems. Low impact activities are generally human powered and may include walking, picnicking, hiking, cycling, non-motorized boating or equestrian use, bird watching, fishing, star-gazing or photography; and organized events such as interpretive tours, nature walks or educational programs.

"**Management Plan**" means a plan that identifies responsibility for future management of a given area to preserve, protect, and enhance natural resource values, and where appropriate, provides for multiple objectives, and identifies funds for that management.

"**Match**" means funds or equivalent in-kind contributions in addition to RMC Grant Funds. Increased consideration will be given to projects that provide matching funds or equivalent in-kind contributions.

"**Medium sub watershed project**" means a project intended to: 1) address water quality, habitat, or other watershed restoration issues identified in an applicable watershed plan or by the Green Visions planning tools; 2) provide substantive water quality benefits to a designated impaired water body; or 3) provide open space or passive recreational benefits in a location that is generally accessible to multiple local communities.

"**Monitoring and Assessment**" means an assessment process to evaluate the success of the proposed action or improvement, and monitoring progress towards meeting project goals. The standards for monitoring each project approved for funding will be developed in concert with RMC.

"**Multi-jurisdictional**" projects that provide shared solutions for multiple communities, for example a community that lacks safe, affordable drinking water and is served by a small community water system, state small water system, or a private well when improved can service more than one community. Projects that create, preserve, restore open space that will benefit a regional Region. As another example, a watershed management plan update that serves an entire watershed.

"**Multiple Benefit**" means projects that involve more than one public benefit objective including habitat enhancement or protection, water quality improvement, historic resource protection or improvement, public access development, environmental education or any combination of such objectives.

"**Natural habitat**" means relatively undisturbed lands and vegetation communities that provide food and shelter for wildlife and also perform natural functions such as, reducing the volume and velocity of storm runoff, and enabling water infiltration.

"**NEPA**" means the National Environmental Policy Act of 1969, as amended Public Law 91-190, Title 42 United States Code Sections 4321-433347, January 1, 1970, as amended by Public Law 94-52, July 3, 1975, Public Law 94-83, August 9, 1975, and Public Law 97-258, Section 4 (b), September 13, 1982). NEPA requires federal agencies to assess the possible environmental consequences of projects, which they propose to undertake, fund or approve.

"**Nonprofit Organization**" means any private, nonprofit organization, existing under Section 501(c)(3) of the United States Internal Revenue Code and has among its principal charitable purposes the preservation or enhancement of land for scientific, historic, educational, recreational, scenic or open-space values, the protection of the natural environment, or the preservation and enhancement of fisheries and wildlife or their habitat.

"**Notice of Completion and Acceptance of Work**" means the notice completed by the grantee and filed with the county recorder in the county where the property is located, upon completion and acceptance of any and all construction work related to a project.

"**Open Space**" means any area that can potentially serve as wildlife habitat, facilitate natural processes, or allow for public access for passive forms of recreation.

"**Plans**" means the detailed drawings or exact reproductions that show location, character, layout, dimensions, and details of the work to be constructed under the contract for a historical resource Project.

"**Planning**" means specific preparations necessary to execute eligible projects. Planning includes conceptual designs, pre-schematic work, such as initial architectural or engineering plans prepared during the preliminary project phase; schematic documents; technical consulting; construction design; CEQA/NEPA documentation; preparation of construction bidding documents; permits or appraisals. Planning costs are distinct from hard project costs of actual construction or land acquisition.

"**Project**" means the acquisition, development, (rehabilitation and restoration), or interpretation activities to be accomplished with grant funds.

"**Project Development Plan**" means the plan required by the RMC prior to grant award which describes how the project meets the RMC policies and criteria.

"**Project Manager**" means an employee of RMC, who acts as a liaison with Grantees and administers grants.

"**Project Management Plan**" means the overall plan used to describe how the completed project would be operated and maintained on a long term basis. This document could include habitat, landscape, park, and other facility/resource long term management plans.

"**Project Performance Period**" means the period of time that the grant funds are available, and the time in which the project must be completed, billed, and paid.

"**Project Scope**" means the description or activity of work to be accomplished on the project.

"**Property**" means the land, including all structures attached to such land, upon which the project is located.

"**Property Owner**" means the person or entity that holds the fee simple interest of the Property.

"**Public access**" refers to public access generally with full right of way from a public thoroughfare or public transportation. It could also mean the provision for visitor support facilities, including public parking, trails, bikeways, restrooms, picnic areas and campgrounds and other recreational facilities.

"**Restoration**" means the process of reproducing, re-establishing, or rehabilitating a natural area or a cultural or historical site or feature that has otherwise deteriorated so that it emulates the site's historic condition before degradation.

"**Riparian**" means locations and associated vegetative communities related to or on the banks of rivers, streams, wetlands, marshes or other fresh water bodies.

"**Scenic Value**" means any historic, open space or other natural resource features with significant visual aesthetic values.

"**Severely disadvantaged community**" has the meaning set forth in subdivision (a) of Section 116760.20 of the Health and Safety Code, as a community with a median household income of less than 60 percent of the statewide average. A Disadvantaged Communities Mapping Tool has been developed by Department of Water Resources to identify DACs for the purpose of Prop 1, please visit https://gis.water.ca.gov/app/dacs/

“Significant” 1: having meaning; *especially* **:** <a *significant* glance> **2 a**: having or likely to have influence or effect **:** <a *significant* piece of legislation>; *also*: of a noticeably or measurably large amount <a *significant* number of layoffs> <producing *significant* profits> **b**: probably caused by something other than mere chance <statistically *significant* correlation between vitamin deficiency and disease>

“**Small or neighborhood project**” means a project intended to address site-specific, or neighborhood-scale, water quality or habitat issues, or that is intended to provide open space or passive recreational amenities intended for local community.

“**Small community water system**” means a community water system that serves no more than 3,300 service connections or a yearlong population of no more than 10,000 persons.

"**Specifications**" means all written directions, provisions, and requirements governing the methods and procedures to be followed in connection with bidding and awarding of contract and performance and execution of the work, the quantities and qualities of materials to be used, the method of measurement of the quantities of work, and the nature of the contractual relationships that will exist during the course of the work.

"**Stewardship**" means the development, implementation, and long-term management of important resources and typically involving the protection, preservation, rehabilitation, restoration, improvement of natural systems and/or outstanding features, and historical and cultural resources.

“**Sustainable/Sustainability**” means the ability to meet current needs without compromising the ability of future generations to do the same. Also, the goal of life, liberty, and social well-being within the means of nature.

“**Target Areas**” means one of the three priority areas within the RMC Region, which may include:

Urban Land: Census tracts within project service areas that meet the disadvantaged community criteria of more than 30% youth and less than 80% of the state’s average annual income.

Mountains, Hills, Foothills: Property acquisition that is necessary to maintain critical wildlife corridors and/or have at least 10 target species on site.

River/Tributary Corridors: Projects which include riparian habitat/wetland restoration and extend or enhance recreational trail corridors.

"**Threatened or Endangered Species**" means species listed as defined by the Federal Endangered Species Act passed in 1973.

“Threatened Natural Habitats” include any areas that contain natural habitat that will be destroyed or degraded by a proposed urban development plan which, at the least, has already been submitted to the governing jurisdiction or planning commission.

“**Tier**” means the category into which projects submitted for grant consideration will be placed, either Tier 1 or Tier 2.

“**Tier 1 projects**” are those projects ready for immediate implementation and meet the following criteria:

1. Acquisition/development projects that add NEW acreage for open space or develop NEW areas for recreational uses, and habitat creation/restoration projects that create NEW habitat opportunities, consistent with the planning targets in the Greater Los Angeles County Integrated Regional Water Management Plan

2. For acquisition projects, compelling evidence of a willing seller (e.g., via a letter of intent or option)
3. For development or restoration projects, compelling evidence that land tenure and all necessary permits are secured
4. Verifiable evidence that the project has sufficient funding resources such that the RMC grant will complete the funding package and allow immediate project implementation

"**Tier 2 projects**" are all projects that do not meet the Tier 1 criteria.

"**Trailhead and Trailside Facilities**" include, but are not limited to parking, utilities, restrooms, benches, bridges, draining structures, fencing, and interpretive and informational signs, exhibit and brochure shelters and related facilities.

"**Urban Greening**" per the adopted guidelines by the Los Angeles and San Gabriel Rivers Master plans.

"**Watershed**" means a region or area bound peripherally by a divide or ridge, all of which drains to a particular watercourse or body of water. Most urban sites are now mini-watersheds, with the property line constituting the "ridge" and the storm drain system located in the street constituting the "watercourse" to which it discharges.

"**Willing seller**" means that all landowners are willing participants in any proposed real property transactions.

Appendix D

RMC GRANT PROGRAM
Grant Application Form

1. **Grant Program:**

☐ **Prop 68** (Park/Water Bond, 2018) **Lower LA River ***
☐ **Prop 1** (Water Bond, 2014) **Lower LA River ***
**within 1.5 miles of Lower LA River or tributary*

☐ **Prop 68** (Park/Water Bond, 2018) **Regionwide**
☐ **Small Grants Program** (between$50,000-$300,000) **
***w/ Small Grants, also select a primary grant program*

2. **Applicant Information:**

Name of Applicant			
Title			
Name of Agency			
Address			
Telephone No.		**Tele-Extension**	
Email			

3. **Project Name** (it is recommended that you include one/more of the following terms in the project name: Acquisition, Restoration, Development, Water Quality Improvement)*(max. 50 characters):*

4. **Project Description** (150 words or less)**:**

5. **Program Type:**

☐ Urban Lands ☐ Rivers/Tributary Parkways ☐ Mountains, Hills and Foothills

6. **Project Type** (check all that apply)**:**

☐ Planning
☐ Acquisition
☐ Open Space
☐ Development
☐ Technical Assistance (Prop 68 only)
☐ Low Impact Recreation Wetland
☐ Habitat Restoration Upland
☐ Habitat Restoration
☐ Riparian Habitat Restoration
☐ Watershed Improvement—Water Quality/BMP
☐ Watershed Improvement—Water Conservation
☐ Watershed Improvement—Water Supply/Storage

7. **Project Location:**

Address:		City:
County:	District:	County Sup. District:
Senate Dist:	Assembly Dist.:	Congressional Dist.:
Lat/Long:	Parcel No(s).:	

8. **Will this project result in areas of <u>restored or protected</u> habitat?** ☐ No (skip to question 10) ☐ Yes (fill in following information)

☐ Upland Habitat Acres:_____ ☐ Riparian Restoration Acres:_____ ☐ Coastal Wetlands Acres:_____

☐ Land Protection Acres:_____ ☐ Oak Woodland Restoration Acres:_____ ☐ Freshwater Wetlands Acres: _____

9. **Will this project result in <u>new or improved</u> park/open space?** ☐ No (skip to question 9)
☐ Yes (fill in following information)

☐ No. of Acres: _____ ☐ Trail Miles: _____ ☐ Urban Forestry, No. of trees: _____

10. **Does project serve a severely disadvantaged community?**
(includes projects located in or that serve a severely disadvantaged community, defined as a community with a median household income less than 60 percent of the statewide average (Pub. Resources Code, §80002(n))

☐ Yes, Project serves an SDAC ☐ No, Project does not serve an SDAC

11. **Does your project involve an acquisition?** ☐ No (skip to question 12)
☐ Yes (fill in following information)

Copies of substantiating documents must be submitted with your application

Status:	☐ Option ☐ Willing Seller Letter	☐ Other (Describe):
Appraisal:	☐ Yes:	Company:
	☐ No:	Date of completion, if known:
Current Title Report:	☐ Yes:	Company:
	☐ No:	Date of completion, if known:
Environmental Assessment:	☐ Yes:	Company:
	☐ No:	Date of completion, if known:

12. **Does your project involve development/implementation?** ☐ No (skip to question 13)
☐ Yes (fill in following information)

Copies of substantiating documents must be submitted with your application

Land Tenure:

Do you have site control? ☐ No
☐ Yes (describe the type of site control [fee, lease, easement, etc.] or Agreement):

Land Use:

Is the proposed land use consistent with existing land use ordinances? ☐ Yes ☐No *(Note: Project can only be considered for funding if there is proof of the local jurisdiction's support for a zone change or a conditional use permit).*
Comments:

Permits:

Do you have permits? ☐ No ☐ Yes, answer questions below

Agency	Yes	No	N/A	Date	Comments
California Fish and Wildlife	☐	☐	☐		
State Water Control Resources Board	☐	☐	☐		
US Army Corp of Engineers	☐	☐	☐		
US Fish and Wildlife	☐	☐	☐		
Los Angeles County Flood Control District	☐	☐	☐		
City/County Construction Permits	☐	☐	☐		
Coastal Commission	☐	☐	☐		
Other:	☐	☐	☐		

Design:

What is the status of your project design (check the most appropriate box)?

☐ General project concept with no professional design work
☐ Professionally drafted concept design
☐ Professionally drafted design with defined tasks and budget line items
☐ 30% construction drawings with tasks and budget line items
☐ 60% construction drawings with tasks and budget line items
☐ Approved construction drawings with all permits

What is the status of the environmental documentation for this project (check the most appropriate box)?

- ☐ No CEQA/NEPA work initiated
- ☐ Initial Study completed, date of completion: _____
- ☐ Negative Declaration, date of certification: _____
- ☐ Categorically Exempt, date of certification: _____
- ☐ CEQA/NEPA in process, expected date of completion: _____
- ☐ CEPA/NEPA completed, date of completion: _____

13. **Have you completed the California Conservation Corps and Certified Community Conservation Corps Consultation Process (Appendix E in guidelines). Required for Prop 1, recommended for Prop 68. Check only one:**

- ☐ Exempt, this project is a planning or acquisition (or Prop 68)
- ☐ Yes, state the CCC that your agency is proposing to hire to complete the project:
- ☐ No, explain why the CCC cannot provide the services for your project (summarize here, and explain in Section 3 of submittal): _____
- ☐ Other, explain the Youth Employment Program (summarize here, and explain in Section 3 of submittal): _____

14. **Funding information:**

Amount Requested: $

Is your funding request for the full amount necessary to complete this project? ☐ No ☐ Yes

Matching Funds: If yes, total amounts, status, and funding agency (include additional lines if necessary):

Source	Status	Amount
	Total	

15. **Assuming that RMC grant funds may be awarded within next 6 months, what is the expected timeline for this project?**

Start Date	Completion Date

16. **Signatures**

Name of Person authorized to execute agreements, if different from applicant:

Name			
Title			
Name of Agency			
Address			
Telephone No.		**Tel. Extension**	
Email			

Signature of Applicant: _____ Name/Title: _____ Date _____

Signature of Authorized Official _____ Name/Title: _____ Date _____

Appendix D2

RMC VERY SMALL GRANT PROGRAM
Grant Application Form

1. RMC Very Small **Grant Program (under $50,000). Which funding source?**

   ☐ **Prop 68** (Park/Water Bond, 2018) **Lower LA River *** ☐ **Prop 68** (Park/Water Bond, 2018) **Regionwide**
   ☐ **Prop 1** (Water Bond, 2014) **Lower LA River ***
   **within 1.5 miles of Lower LA River or tributary*

2. **Applicant Information:**

Name of Applicant			
Title			
Name of Agency			
Address			
Telephone No.		**Tele-Extension**	
Email			

3. **Project Name** (it is recommended that you include one/more of the following terms in the project name: Acquisition, Restoration, Development, Water Quality Improvement)*(max. 50 characters):*

4. **Project Description** (150 words or less)**:**

5. **Program Type:**

   ☐ Urban Lands ☐ Rivers/Tributary Parkways ☐ Mountains, Hills and Foothills

6. **Project Type** (check all that apply)**:**

   ☐ Planning ☐ Technical Assistance (P68 only) ☐ Riparian Habitat Restoration
   ☐ Open Space ☐ Low Impact Recreation ☐ Watershed Improvement—Water Quality/BMP
   ☐ Acquisition ☐ Wetland Habitat Restoration ☐ Watershed Improvement—Water Conservation
   ☐ Development ☐ Upland Habitat Restoration ☐ Watershed Improvement—Water Supply/Storage

7. **Project Location:**

Address:		City:
County:	City District:	County Sup. District:
Senate Dist:	Assembly Dist.:	Congressional Dist.:
Lat/Long:	Parcel No(s).:	

8. **Will this project result in areas of <u>restored or protected</u> habitat?** ☐ No (skip to question 10)
   ☐ Yes (fill in following information)

   ☐ Upland Habitat Acres:_____ ☐ Riparian Restoration Acres:_____ ☐ Coastal Wetlands Acres:_____

   ☐ Land Protection Acres:_____ ☐ Oak Woodland Restoration Acres:_____ ☐ Freshwater Wetlands Acres: _____

9. **Will this project result in new or improved park/open space?** ☐ No (skip to question 9) ☐ Yes (fill in following information)

☐ No. of Acres: _____ ☐ Trail Miles: _____ ☐ Urban Forestry, No. of trees: _____

10. **Does project serve a severely disadvantaged community?***

(includes projects located in or that serve a severely disadvantaged community, defined as a community with a median household income less than 60 percent of the statewide average (Pub. Resources Code, §80002(n))

☐ Yes, Project serves an SDAC ☐ No, Project does not serve an SDAC

**The statewide Median Household Income (MHI) for 2016 is $63,783; therefore, the calculated DAC and SDAC thresholds are $51,026 and $38,270, respectively. To determine project's MHI, please utilize Department of Water Resources' DAC Mapping Tool as a resource: https://gis.water.ca.gov/app/dacs/*
An additional resource is State Parks' Community Factfinder Toolkit: https://www.parksforcalifornia.org/communities

11. **Funding information:**

Amount Requested: $

Is your funding request for the full amount necessary to complete this project? ☐ No ☐ Yes

Matching Funds: If yes, total amounts, status, and funding agency (include additional lines if necessary):

Source	Status	Amount
	Total	

12. **Assuming that RMC grant funds may be awarded within next 6 months, what is the expected timeline for this project?**

Start Date	Completion Date

13. **Signatures**

Name of Person authorized to execute agreements, if different from applicant:

Name			
Title			
Name of Agency			
Address			
Telephone No.		**Tel. Extension**	
Email			

Signature of Applicant: _____ Name/Title: _____ Date _____

Signature of Authorized Official _____ Name/Title: _____ Date _____

email applications to prop68@rmc.ca.gov

How does the Project address key RMC Objectives? *(Note: minimum 75% total score threshold)*

Key RMC Objectives	**Proposed Project** **Please provide longer responses on a separate page*
1.0 Access *(20%).* How does your project improve access to open space and low impact recreation for all communities and promote healthy lifestyles?	
2.0 Environmental Justice (EJ) *(30%).* How does your project address EJ and disadvantaged communities (DACs)? The RMC is committed to investments in DACs to mitigate the disproportionate negative impacts felt in low-income and high polluted areas. Examples are areas located in or adjacent to DACs as defined by the CalEnviroScreen 3.0 tool (at least 70% pollution/socio-economic burden of State) .	
3.0 Outreach *(10%).* How will project involve the community through outreach and education?	
4.0 Water/Habitat Benefit *(30%).* Does your project support the creation, expansion, and/or improvement of public open space throughout the region? Would the project improve water quality supply, create, enhance or improve a reliable water supply and/or restore an important species and habitat?	

5.0 Stakeholders/Partners/Match (10%). Does project encourage multi-jurisdictional and multi-beneficial planning and implementation projects? Provide any Letters of Support.	

Complete Project Description (can include description, Statement of Need, Goals and Objectives). Use another page if necessary.

Also Provide:

- **Exhibit A) Tasklist and Timeline:** The tasklist should include a detailed description of each task and should include tasks for evaluation, monitoring, and assessment.
- **Exhibit B) Budget**: The budget will include any matching funds that may be used for the project. Please also identify any other grants for which you have applied for this project (include amount, potential funding agency, and contact).
  See the RMC website for an example of a project budget and timeline at http://www.rmc.ca.gov/.
- **Exhibit C)**
- **Exhibit D)**
- **Exhibit E)**

Appendix E: Signage Guidelines

Authority

All Projects funded by RMC under Proposition 68, the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018, and Water Quality, Supply and Infrastructure Improvement Act of 2014 (Prop 1), and Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Prop 84) must include a posted sign acknowledging the source of the funds.

Purpose

Installation of signs at all Project sites is intended to acknowledge the public's support of the appropriate Bond measure(s) and promote the benefits provided by Bond fund assistance.

Types of Signs

1. **Signs posted during construction (required for specific situations)**

   For Projects funded with Bond Act funds in excess of $750,000 and/or those Project in areas of high visibility (such as near a major thoroughfare) a sign is required during construction.

   Recommended minimum size of sign: 4 feet x 8 feet

2. **Signs Posted Upon Completion (required for all Projects)**

   All Grantees are required to post a sign at the Project site. The sign must be available for the final inspection of the Project. All signs must include the universal logo (see information on the logo below).

   There is no minimum or maximum size for the sign (other than the minimum size for the logo) as long as the sign contains the required wording (see below).

Language for Sign

All signs will contain the minimum language below:

[Project Name]

Another Project to Improve California
Funded by the Rivers and Mountains Conservancy
LOGO
California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Or other Bond as appropriate)

Wade Crowfoot, Secretary for Resources
Gavin Newsom, Governor

The name of the local agency or other governing body may also be added. The sign may also include the names (and/or logos) of other partners, organizations, individuals and elected representatives as deemed appropriate by those involved in the Project.

Universal Logo

All signs will contain the RMC logo. The logo will be on a template, available on line at http://www.rmc.ca.gov. Your Project manager can also provide the logo on disk.

- The logo must be mounted in an area to maximize visibility and durability.
- The logo must be a minimum of 2'x2'. Exceptions are permitted in the case of trails, historical sites and other areas where these dimensions may not be appropriate.

Sign Construction

All materials used shall be durable and resistant to the elements and graffiti. The California Department of Parks and Recreation and California Department of Transportation standards can be used as a guide for gauge of metal, quality of paints used, mounting specifications, etc.

Sign Duration

The goal is to have Project signs in place for a lengthy period of time, preferably a minimum of two years for all Projects and four years for Projects over $750,000.

Sign Cost

The cost of the sign(s) is an eligible Project cost. More permanent signage is also encouraged; e.g., bronze memorials mounted in stone at trailheads, on refurbished historical monuments and buildings, etc.

Appropriateness of Signs

For Projects where the required sign may be out of place (such as some cultural and historic monuments and buildings or where affected by local sign ordinances), the Project Manager in consultation with the Applicant may authorize a sign that is appropriate to the Project in question. Alternate signage must be clearly recognizable as a RMC Bond Project. Archaeological sites are excluded from the sign requirement.

Signs on State Highways

Signs placed within the state highway right-of-way may require a Caltrans encroachment permit. Contact your local Caltrans District Office early in the planning phases for more information.

Further Questions

The Grantee should consult with the Project Manager to resolve any sign issues.

Appendix F: Sample Resolution

Applicants need not use this specific language as long as the resolution matches the intent and purpose of this sample.

Date: November XX, 201X

RESOLUTION 201X-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF XXX APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE CALIFORNIA DROUGHT, WATER, PARKS, CLIMATE, COASTAL PROTECTION, AND OUTDOOR ACCESS FOR ALL ACT OF 2018 (PROPOSITION 68), FOR THE XXXX PARK WETLAND RESTORATION PROJECT

WHEREAS, The people of the State of California have enacted the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Proposition 68), which provides funds for the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) Grant Program; and

WHEREAS, The RMC has been delegated the responsibility for the administration of the grant program in its jurisdiction, setting up necessary procedures; and

WHEREAS, said procedures established by the RMC require the Applicant's Governing Body to certify by resolution the approval of the Application before submission of said Application to the State; and

WHEREAS, the Applicant will enter into a contract with the State of California for the Project;
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of XXX hereby;

Approves the filing of an Application for local assistance funds from the RMC Proposition 68 Grant Program for the XXX Park Wetland Restoration Project under the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Proposition 68); and

Certifies that the XXX Park Wetland Restoration Project is consistent with local or regional land use plans or Programs (or if it is not, that the project is still approved); and

Certifies that the Project is consistent with the goals of Proposition 68 developing urban recreation projects and habitat protection or restoration projects in accordance with statewide priorities; and

Certifies that the Application has or will have sufficient funds to operate and maintain the Project that is being submitted for funding consideration; and

Certifies that the Applicant has reviewed and understands the General Requirements and General Policies of the RMC Proposition 68 Grant Program Guidelines; and

Appoints the City Manager (or authorized representative) as agent to conduct all negotiations, execute, and submit all documents including, but not limited to Applications, agreements, payment requests and so on, which may be necessary for the completion of the Project.

This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting this resolution.

I hereby certify that the foregoing resolution was adopted by the City Council of the City of XXX at this meeting of November XX, 201X by the following vote.

Motion _____ Second: _____

Ayes: _____ Nays: _____ Abstentions: _____

_____
(Clerk)

ATTEST: _____
Authorized Signature

Appendix G: Permit Form

Please complete the following form regarding any permits, easements, or certifications that may be required by your project (attach additional pages as necessary).

Type of Permit	*Granting Agency*	*Status of Permit*	*Date approval expected/given*
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			

Appendix H: CALIFORNIA CONSERVATION CORPS AND CERTIFIED COMMUNITY CONSERVATION CORPS CONSULTATION

California Conservation Corps and Certified Community Conservation Corps
Proposition 68 – Parks, Environment and Water Bond Guidelines

Corps Consultation Process

This process has been developed to ensure compliance with Division 45 of the Public Resource Code, Chapter 1, Section 80016 that specifies the involvement of the California Conservation Corps (CCC) and the certified community conservation corps (as represented by the California Association of Local Conservation Corps-CALCC).

Public Resource Code Section 80016 states "To the extent feasible, a project whose application includes the use of services of the California Conservation Corps or certified community conservation corps, as defined in Section 14507.5, shall be given preference for receipt of a grant under this division."

Applicants seeking funds for Proposition 68 project should consult with representative of CCC or CALCC (hereafter collectively referred to as Corps) to determine the feasibility of the Corps' participation. **Both CCC and CALCC must be consulted prior to application submission.**

The Corps have developed the following consultation process:

Step 1: Prior to submittal of an application or project plan to the Funder, Applicant prepares the following information for submission to both the California Conservation Corps (CCC) and CALCC (who represents the certified community conservation corps):

- Project Title
- Project Description (identifying key project activities and deliverables)
- Project Map (showing project location)
- Project Implementation estimated start and end dates

Step 2: Applicant submits the forgoing information via email concurrently to the CCC and CALCC representatives:

California Conservation Corps representative:
Name: Andrea Gabriel
Email: Prop68@ccc.ca.gov
Phone: (916) 341-3272

California Association of Local Conservation Corps representative:
Name: Hannah Tillman
Email: inquiry@prop68CommunityCorps.org
Phone: 916-426-9170x4

Step 3: Within five (5) business days of receiving the project information, the CCC and CALCC representatives will review the submitted information, contact the applicant if necessary, and respond to the applicant with a Corps Consultation Review Document (template attached) informing them:

(1) It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project; or

(2) It is feasible for the CCC and/or certified community conservation corps services to be used on the project and identifying the aspects of the project that can be accomplished with Corps services.

Note: While the Corps will take up to 5 days to review projects, applicants are encouraged to contact the CCC/CALCC representatives to discuss feasibility **early in the project development process.**

The Corps cannot guarantee a compliant review process for applicants who submit project information fewer than 5 business days before a deadline.

Step 4: Applicant submits application to Funder that includes Corps Consultation Review Document. If the Corps determine their participation is feasible, the applicant must describe the project components involving Corps in the application and provide an estimated budget for that component.

Step 5: Funder reviews applications. Applications that do not include documentation demonstrating that the Corps have been consulted will be deemed "noncompliant" and will not be considered for funding.

NOTES:

1. The Corps already have determined that it is not feasible to use their services on restoration and ecosystem protection projects that ***solely*** involve either planning or acquisition. Therefore, applicants seeking funds for such projects are exempt from the consultation requirement and should check the appropriate box on the Consultation Review Document.

2. An applicant that has been awarded funds to undertake a project where it has been determined that Corps services can be used must thereafter work with either the CCC or CALCC to develop a scope of work and enter into a contract with the appropriate Corps. Unless otherwise excused, failure to utilize a Corps on such a project will result in Funding Entities assessing a scoring penalty on the applicant's future applications for Chapter 6 Funds.

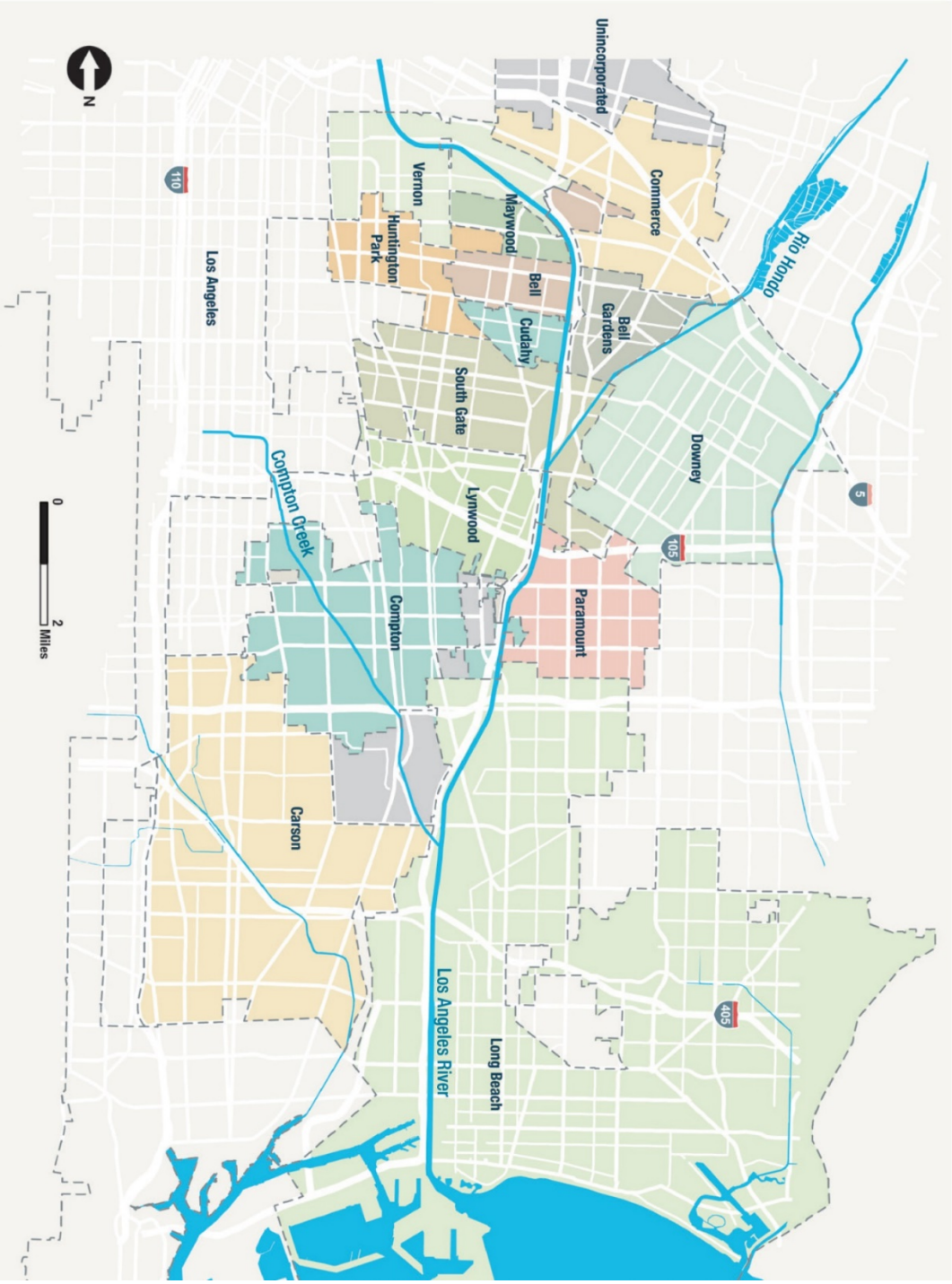
3. Compliance with Public Resources Code Section 80001(b)(5)

Public Resources Code Section 80001(b)(5) requires to the extent practicable, that projects provide workforce education and training, contractor, and job opportunities for disadvantaged communities. Partnering with Corps will provide workforce education, training and job opportunities for the young adult members of Conservation Corps.

Corps Consultation Review Document is available here and on the RMC website: http://rmc.ca.gov/grants/intro.html

Appendix I: RMC Region Map

An interactive map of the RMC Region is available at www.rmc.ca.gov.

Appendix J: Lower LA River Map

An interactive map of the Lower LA River Revitalization Projects is available at www.rmc.ca.gov.