

BALDWIN HILLS CONSERVANCY

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State of California • Natural Resources Agency Baldwin Hills Conservancy Proposition 84 Grant Program and Objectives

The Baldwin Hills Conservancy (BHC) is accepting applications for a year-round Proposition 84 BHC grant program to support projects that protect the water quality of the Ballona Creek Watershed and provide linkages and trails to the Baldwin Hills Parklands.

Background

The BHC's mission is to acquire open space, manage public lands within the Baldwin Hills area, and to provide recreation, restoration and protection of wildlife habitat within the territory for the public's enjoyment and educational experience. Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, was passed by California voters on November 7, 2006. Proposition 84 allocated \$10 million to the BHC for the protection of the Ballona Creek Watershed and the Baldwin Hills Parklands. Proposals for up to \$1 million can be submitted by applicants under the BHC's open solicitation program. Projects approved for funding under this grant program will be implemented through the execution of a standard grant agreement between the project applicant and the BHC. BHC staff will be responsible for oversight of the Proposition 84 grant and project implementation.

Project Eligibility

The purpose of the BHC Prop 84 grant program is to provide funds for planning and capital improvement projects that benefit the Ballona Creek Watershed and Baldwin Hills Conservancy territory through either: 1) Protecting or preventing contamination and degradation of coastal waters and watersheds; 2) Protecting and restoring the natural habitat values of coastal waters and lands; or 3) Promoting access to and enjoyment of the coastal resources of the state.

Eligible projects must be consistent with the adopted Baldwin Hills Park Master Plan for expansion of Kenneth Hahn State Recreation Area and the priorities set forth in the Baldwin Hills Conservancy's Summarized Strategic Plan. Proposed projects should seek to implement or expand on one or more of the following goals:

- (1) Increase active recreation opportunities for underserved communities.**
- (2) Create and implement a comprehensive trail system.**

- (3) Provide for public access and entry ways.**
- (4) Protect and restore natural habitat.**
- (5) Protect critical view sheds.**
- (6) Protect and improve urban water quality.**
- (7) Emphasize connection between existing parks, trails, and urban streams.**
- (8) Restore industrial lands to park and open-space purposes.**
- (9) Protect watersheds connecting to Santa Monica Bay.**

Project Objectives

Project proposals are required to demonstrate the following standard objectives:

- Promotion the BHC’s statutory programs and purposes;**
- Consistency with the Baldwin Hills Park Master Plan;**
- Consistency with purposes of the funding source;**
- Support from the public;**
- Location (must benefit the Baldwin Hills and Ballona Creek region);**
- Need (desired project or result will not occur without Conservancy contribution);**
- Greater-than-local interest; and**
- Demonstrated expertise in the proposed program area.**

Priority will be given to projects that address the following:

- Urgency (threat to a resource from development or natural or economic conditions; pressing need; or fleeting opportunity);**
- Resolution of more than one issue;**
- Leverage (contribution of funds or services by other entities);**
- Conflict resolution;**
- Innovation (for example, using new technique or technology to address environmental or economic issue)**
- Readiness (ability of the grantee and others to start and finish the project in a timely manner);**
- Realization of prior BHC goal (advances previous BHC projects); and**
- Cooperation (extent to which the public, nonprofit groups, landowners, and others will contribute to the project).**

Project Timing, Fund Limits, Cost Match, and Other Requirements

Applications must be submitted pursuant to the Baldwin Hills Conservancy Grant Procedures (http://www.bhc.ca.gov/documents/BHC_Grant_Procedures_fnl.pdf) on the BHC website. Grants in an amount of up to \$1 million may be submitted for consideration. A minimum match of 25% is required. Matches may include, but are not limited to: Federal, State or local funding, donated or in-kind services and other leveraged funding. The Conservancy accepts grant applications year round. Awards of grant funds are dependent upon the Conservancy’s appropriation with sufficient unencumbered grant funds for the application in question. Applicants should be familiar with Prop 84 in order to maintain consistency with the Park Bond’s enabling legislation:

<http://bondaccountability.resources.ca.gov/Prop84Text.aspx>

Proposals are also subject to review for consistency with General Obligation Bond Law. Grant applicants are strongly encouraged to contact BHC staff to ensure projects meet eligibility requirements and conform to BHC priorities prior to application submittal. All grants are funded on a reimbursement payment basis. All projects funded under this grant program must primarily benefit the waters, habitats, natural resources, or other beneficial uses of the Lower Ballona Creek Watershed within the Baldwin Hills Conservancy territory.

Who May Apply

Any public entity or non-profit organization established pursuant to the laws of the State of California and qualified under the Internal Revenue Code section 501(c)(3), 501 (c)(4), or 501(c)(5) is eligible to apply for grant funds under this program. Joint proposals between multiple organizations involved in similar or related activities are strongly encouraged. Grant funds, however, may only be encumbered by one organization per agreement. There is no limit to the number of applications an organization may submit.

For additional information, contact: Noa Rische at noa.rishe@bhc.ca.gov or call (323) 290-5270.

Application Attachment Checklist

Required:

- 1. Grant Application Page 1 (*see attached*)**
- 2. Project Narrative, Scope, Deliverables and Timeline**
- 3. Designs, drawings, photos or any additional information that further describes the project.**
- 4. Map(s) of project location—should include watershed boundary and project location.**
- 5. Project Costs - Line item budget with all matching funds included. (*see attached sample template*).**
- 6. Rate Sheet – Outline of all staff rates of pay and benefits that will be billed to the project (*see template sample attached*)**
- 7. Labor Compliance Documentation**
- 8. Signed Resolution passed by Applicant’s Board of Directors (*see attached required template*).**
- 9. Applicant background and related experience - references and fiscal capacity for undertaking the project should be provided.**
- 10. Letters of Support from Project Funders and Project Partners and constituents.**
- 11. Environmental Compliance documents if applicable.**
- 12. Summary of water quality data if available.**

**Baldwin Hills
GRANT APPLICATION PAGE 1**

**State of California — Resources Agency
BALDWIN HILLS CONSERVANCY**

APPLICATION FOR LOCAL ASSISTANCE GRANT

	\$	
PROJECT NAME		GRANT AMOUNT
	\$	
		ESTIMATED TOTAL PROJECT COST (State Grant and other funds)
	Los Angeles	
GRANTEE (Agency and address-including zip code)	COUNTY	NEAREST CITY
	PROJECT ADDRESS	
	NEAREST CROSS STREET	
	SENATE DISTRICT NO.	ASSEMBLY DISTRICT NO.

Grantee's Representative Authorized in Resolution:

Name (type)	Title	Phone
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Person with day-day responsibility for project (if different from authorized representative):

Name (type)	Title	Phone
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Brief description of project:

<p>For Dev. projects Land Tenure – Project is: _____ acres:</p> <p>_____ Acres owned in fee simple by Grant Applicant</p> <p>_____ Acres available under a _____ year lease</p> <p>_____ Acres other interest (explain) _____</p>		<p>For Acquisition projects-Projects will be _____ acres</p> <p>_____ Acquired in fee simple by Grant Applicant</p> <p>_____ Acquired in other than fee simple (explain) _____</p> <p>_____</p>
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I certify that the information contained in this project application form, including required attachments, is accurate.

Signed _____ Date _____
 Grantee's Authorized Representative as shown in Resolution

**Baldwin Hills
PROJECT COSTS SAMPLE TEMPLATE**

No.	OBJECTIVE	TASK(S)	BHC BUDGET	MATCH BUDGET	TOTAL BUDGET
A.	PLANNING/PERMITTING/DESIGN:				
1					
2					
3					
4					
A. Planning Total:					
B.	IMPLEMENTATION/CONSTRUCTION:				
1					
2					
3					
4					
B. Implementation/Construction Subtotal:					
10% Construction Contingency					
Implementation/Construction Total					
C.	PROJECT CLOSEOUT:				
1					
2					
3					
4					
C. Project Closeout Total:					
Direct Project Costs					
Indirect Project Costs					
PROJECT TOTAL					

**Baldwin Hills
EMPLOYEE RATE SHEET SAMPLE TEMPLATE**

Staff Hourly Rate Breakdown					
Contract #:	BHC	Project Name:	Grantee:	Rate Term:	-
					Effective Date:
Definitions:					
<p>Wages: Salaries and wages claimed based on actual costs incurred and if a labor burden is included, the actual cost of labor.</p> <p>Fringe Benefits: Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to, the costs of leave, employee insurance, pensions, and unemployment benefit plans. Fringe benefits are allowable to the extent that the benefits are reasonable and are required by law, governmental unit-employee agreement, or an established policy of the governmental unit.</p> <p>Indirect Costs: Indirect costs are costs that have been incurred for common or joint objectives and cannot be readily identified with a particular project or program.</p>					
Title					
Employee Name					
Total Hourly Rate					
Wages (hourly)					
Fringe Benefits	Total				
	Health Benefits				
	Leave Benefits				
	Pension Benefits				
	Other Employer Contributions (SSI, Workmen's				

	Comp, Unemployment)					
	Payroll Taxes					
	Other _____					
Indirect Costs ____%	Total					
	Administrative Support					
	Logistical Support					
	Other _____					

Baldwin Hills
REQUIRED GRANTEE RESOLUTION TEMPLATE

< See next page >

RESOLUTION NO. _____

**RESOLUTION OF THE TBD ORGANIZATION BOARD OF DIRECTORS
APPROVING THE APPLICATION FOR GRANT FUNDS FROM
THE BALDWIN HILLS CONSERVANCY
FOR PROPOSITION 84 FUNDING FOR the *NAME OF PROJECT***

WHEREAS, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, was adopted by California voters in the general election on November 7, 2006, which among other uses, provides funds to public agencies and nonprofit organizations in the State for the purpose of preventing contamination and degradation of coastal waters and watersheds, protecting and restoring the natural habitat values of coastal waters and lands, promoting access to and enjoyment of the coastal resources of the state, and

WHEREAS, the Baldwin Hills Conservancy has set forth the necessary procedures governing application for grant funds under the Proposition, and

WHEREAS, the Conservancy's procedures require *ORG/AGENCY NAME* to certify, by resolution, the approval of the application before submission of said application(s) to the Conservancy; and

WHEREAS, said application contains assurances that *ORG/AGENCY NAME* must comply with; and

WHEREAS, *ORG/AGENCY NAME* will enter into an Agreement with the Conservancy to provide funds for acquisition and development projects.

NOW, THEREFORE, BE IT RESOLVED THAT THE *ORG/AGENCY NAME* Board of Directors HEREBY:

1. Approves the filing of an application with the Baldwin Hills Conservancy for Proposition 84 Funds for the above project; and
2. Certifies that *ORG/AGENCY NAME* understands the assurances and certification in the application form; and
3. Certifies that *ORG/AGENCY NAME* will be responsible for the operation and maintenance of the project in perpetuity; including, but not limited to land acquisitions, capital improvement projects, and intellectual property-related deliverables (i.e. studies, reports, investigations, web-based content)
4. Certifies that *ORG/AGENCY NAME* has, or will have, sufficient funds to operate and maintain the project in perpetuity; or has the right to assign maintenance to another agency; and
5. Appoints the *ORG/AGENCY EXECUTIVE DIRECTOR* or designee, to conduct all negotiations, and to execute and submit all documents including, but not limited to, applications, agreements, amendments, payment requests and so forth, which may be necessary for the completion of the aforementioned project.

Passed, approved and adopted this _____ day of _____, 20xx

ATTEST:

