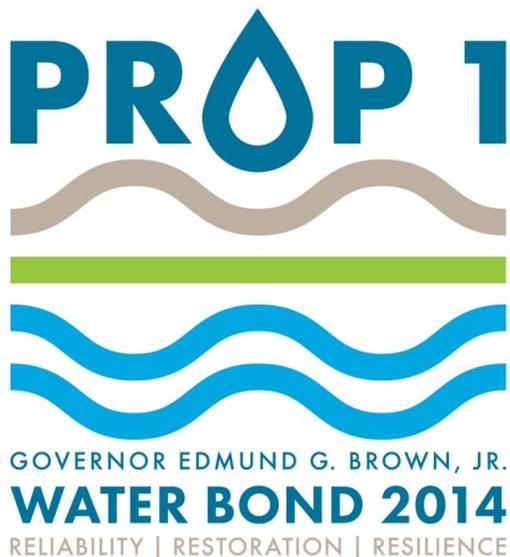


# BALDWIN HILLS CONSERVANCY

## PROPOSITION 1 PROPOSAL SOLICITATION # 1



Grants Funded by the Water Quality, Supply,  
and Infrastructure Improvement Act of 2014

**Applications due Sept. 30, 2015**

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# I. Introduction

## A. Baldwin Hills Conservancy

The BHC is an independent State agency within the Natural Resources Agency of the State of California. State law established the BHC in 2000 (division 22.7 of the Public Resources Code commencing with section 32550). Its jurisdiction includes the land currently located in Kenneth Hahn State Recreation Area (KHSRA); the Baldwin Hills Community; the surrounding property bordered to the south by Slauson Avenue and to the east by La Brea Avenue, including the spur of land extending from Stocker Street to an area between La Brea Avenue and Crenshaw Boulevard; Ballona Creek and adjacent property within a quarter mile of Ballona Creek on either side; and from the Santa Monica Freeway (Interstate 10) to the Marina Freeway (Interstate 90).

The BHC's mission is to:

- Acquire open space and manage public lands;
- Provide recreation, restoration and protection of wildlife habitat; and
- Enhance the public's enjoyment and educational experience on public lands in the territory in a manner consistent with the protection of lands and resources in the area.

Every five years, the Conservancy adopts a [Strategic Plan](#), which identifies the Conservancy's goals and specific objectives. The current Strategic Plan was adopted in 2013 to guide the Conservancy's work through 2018. All Conservancy funded grants must advance specific objectives in the Conservancy's Strategic Plan, as discussed in Section II.B.

## B. Proposition 1

The Water Quality, Supply, and Infrastructure Improvement Act of 2014 ("Proposition 1") was approved by voters in November 2014. Proposition 1 is codified as Division 26.7 of the Water Code. The purposes of Proposition 1 include generating funding to address water quality, water supply and watershed protection and restoration. Chapter 6 of Proposition 1 allocates \$10 million to the Conservancy for competitive grants for multi-benefit ecosystem and watershed protection and restoration projects, Water Code Section 79731(a).

## C. Proposition 1 Solicitation Schedule

The Conservancy anticipates holding four Proposition 1 solicitations this year. The table below lays out the proposed solicitation schedule, with tentative dates. As discussed below, all Proposition 1 grant will be awarded at a Conservancy board meeting. The meeting schedule for the Conservancy's 2016 board meetings hasn't been adopted. A meeting schedule will be posted on our website at the first of the year. The specific meeting when a grant awards will be considered will depend on the meeting schedule, project readiness and staff capacity. As shown in the table, the final solicitation for this fiscal year would end on June 30, 2016 and grant evaluation would extend into the summer – overlapping with the first grant round of next fiscal year.

### Proposition 1 Proposed Grant Solicitation Schedule

Dates	1 <sup>st</sup> Grant Round	2 <sup>nd</sup> Grant Round	3 <sup>rd</sup> Grant Round	4 <sup>th</sup> Grant Round
August 7, 2015	RFP Released			
Sept. 30, 2015	Proposals due			
Oct-Nov, 2015	Evaluation			
Nov. 1, 2015		RFP Released		
Dec. 31, 2015		Proposals due		
January 2016	Board meeting			
Jan-Feb		Evaluation		
Feb 1, 2016			RFP Released	
Feb-March		Board meeting		
March 31, 2016			Proposals due	
April - May			Evaluation	
May 1, 2016				RFP Released
May - June			Board meeting	
June 30, 2016				Proposals due
July – Aug 2016				Evaluation
Fall 2016				Board meeting

## II. Program Priorities

### A. Purpose of Proposition 1, Chapter 6

The funding from Proposition 1 allocated to the Conservancy comes from Chapter 6, “Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds” (See Appendix A). Chapter 6 of Proposition 1 sets forth 13 specific purposes for its funds (“Chapter 6 purposes”), Water Code Section 79732(a). All Proposition 1 grants funded by the Conservancy must achieve at least one of the purposes identified in Chapter 6:

- 1) Protect and increase the economic benefits arising from healthy watersheds, fishery resources and in-stream flow.
- 2) Implement watershed adaptation projects in order to reduce the impacts of climate change on communities and ecosystems.
- 3) Restore river parkways throughout the state, including but not limited to projects pursuant to the California River Parkway Act of 2004 and urban river greenways.
- 4) Protect and restore aquatic, wetland and migratory bird ecosystems including fish and wildlife corridors and the acquisition of water rights for in-stream flow.
- 5) Fulfill the obligations of the state of California in complying with the terms of multiparty settlement agreements related to water resources.
- 6) Remove barriers to fish passage.
- 7) Collaborate with federal agencies in the protection of fish native to California and wetlands in the central valley of California.
- 8) Implement fuel treatment projects to reduce wildfire risks, protect watersheds tributary to water storage facilities and promote watershed health.

- 9) Protect and restore rural and urban watershed health to improve watershed storage capacity, forest health, protection of life and property, storm water resource management, and greenhouse gas reduction.
- 10) Protect and restore coastal watersheds including but not limited to, bays, marine estuaries, and near shore ecosystems.
- 11) Reduce pollution or contamination of rivers, lakes, streams, or coastal waters, prevent and remediate mercury contamination from legacy mines, and protect or restore natural system functions that contribute to water supply, water quality, or flood management.
- 12) Assist in the recovery of endangered, threatened, or migratory species by improving watershed health, instream flows, fish passage, coastal or inland wetland restoration, or other means, such as natural community conservation plan and habitat conservation plan implementation.
- 13) Assist in water-related agricultural sustainability projects.

### **B. Baldwin Hills Conservancy's Strategic Plan Priorities**

The Strategic Plan calls for the prioritization of watershed protection and recreation projects that feature multiple benefits which is consistent with the language objectives of the bond. Most state agencies have a statewide jurisdiction with broad geographic boundaries. The Baldwin Hills Conservancy has a focused jurisdiction in the most compact and heavily populated geographic district in the State. The Conservancy possesses a broad mission, including providing recreation, protection of natural resources, interpretation and restoration of habitat. This structure positions the Conservancy well to implement multiple benefit projects that benefit the Ballona Creek Watershed.

The Conservancy will seek to align its funding and project priorities with other local agencies and their Integrated Water Management Plans in order to help implement priorities in the Governor's [Water Action Plan \(2013\)](#). The Conservancy will continue to support preliminary project planning, working with grantees to design and develop shovel-ready projects that can compete for grant funding from the Conservancy and other local, state and federal agencies.

Based on the priority issues within our jurisdiction, reviewing existing state plans, and screening for projects that achieve multiple benefits, serve disadvantaged communities, and result in quantifiable outcomes, the Conservancy identified three priorities for Proposition 1 expenditures. More detailed analysis of the overlap of these criteria is provided in the Strategic Plan update. The three priorities are:

- Resource Protection
- Habitat Restoration
- Urban Greening

#### **Resource Protection**

*Advance the optimal management of resources in the watershed in order to achieve conservation benefits, improve ecosystem health, and increase climate resiliency.*

The Conservancy will seek to implement conservation projects that protect and improve water quality. Through leadership in resource management policies, the Conservancy can help improve water quality through storm-water management, multi-benefit water storage, groundwater recharge, irrigation improvement projects and other best management practices. These solutions

will help water users prepare for climate change by providing greater certainty about their water supply, while also improving conditions in the Ballona Creek, wetlands and the Santa Monica Bay.

Water sustainability projects are consistent with the purposes of Chapter 6 of Proposition 1. These projects will employ watershed adaptation projects to reduce the impacts of climate change, protect and restore the Ballona watershed, improve ecosystems and provide environmentally sustainable outdoor amenities for the public's education and enjoyment. These projects implement Actions #1, 2 and 4 of the California Water Action Plan. By protecting and restoring natural habitat; protecting and improving urban water quality; and protecting watersheds that connect to the Santa Monica Bay, the Conservancy will also execute projects that are consistent the state adopted Baldwin Hills Park Master Plan goals 4, 6, and 9.

### **Habitat Restoration**

*Restore native habitat to improve ecosystem function and provide multi-benefit wildlife corridors, species biodiversity and other ecosystem benefits.*

The Conservancy has been a leader in planning and implementing habitat restoration in the region. Proposition 1 funding will help continue this leadership through implementing restoration projects, eradication of invasive plants, mapping and monitoring of native flora and fauna. The Conservancy will prioritize multi-benefit projects that, provide for wildlife habitat, improve water quality, and restore ecologic function.

Habitat restoration projects implement Action #4 of the California Water Action Plan- protect and restore important ecosystems. Consistent with the Safeguarding Plan, these projects will protect and restore water resources for important ecosystems; promote nature-based solutions for adapting to climate change, support cost effective green infrastructure. These projects advance the Conservancy's Baldwin Hills Park Master Plan goals 4, 6, and 9!

### **Urban Greening**

*Build urban greening projects that increase groundwater recharge, reduce runoff, improve water quality and improve urban watershed health while creating public green-space and expanding urban forests.*

In many urban areas, there are opportunities to create greener, more environmentally sustainable and livable communities by creating new parks, improving existing parks and green spaces, and planting trees. If designed correctly, these projects can infiltrate stormwater, improve groundwater recharge, and improve water quality. Projects may also provide additional benefits such as reducing urban heat island effects, improving air quality, increasing walkability and increasing neighborhood safety.

The Conservancy has helped plan and construct multi-benefit urban greening projects in the parklands. Working in partnership with a non-profit, nearly 1000 trees were planted along the eastern ridge of the park adjacent to a project designed to capture storm-water runoff, filter and retain the water to recharge into the ground, preventing it from polluting the Santa Monica Bay. Landscaped largely with native species, it is a multi-purpose, multi-benefit project that demonstrates the effectiveness of this kind of investment. With Proposition 1 funds the Conservancy will implement more projects of this type that incorporate many green infrastructure elements, including water retention and storage, and shade trees for heat relief.

Urban greening projects advance several of the purposes of Chapter 6, including implementing watershed adaptation projects to reduce the impacts of climate change on communities, protecting urban watershed health and implementing urban river greenways. These projects implement Actions #2 and #6 of the California Water Action Plan by increasing integrated water management across all levels of government and increasing groundwater storage. The health section of the Safeguarding California Plan specifically identifies urban greening as a strategy to reduce the impacts of extreme heat events. The urban greening projects implement goals 4, 6, 8 and 9 of the Baldwin Hills Park Master Plan.

### **C. Priority for Projects that Benefit Disadvantaged Communities**

Proposition 1 defines a disadvantaged community as “a community with an annual median household income that is less than 80 percent of the statewide annual median household income.” (CA Water Code Section 79505.5.) Chapter 6 of Proposition 1 does not require that a specific portion of funding go to disadvantaged communities. However, the Conservancy will strive to ensure that a significant portion of its Proposition 1 funding benefit these communities.

The Department of Water Resources has developed an online [map viewer](#) which enables the public to see the boundaries of the disadvantaged communities, based on census data including the American Community Survey. Communities are defined at different geographic scales, including county, census tract and census place.

### **D. Promotion and Implementation of State Plans and Policies**

Priority will be given to projects that implement state plans and policies. The Conservancy’s project selection criteria require that all Conservancy projects be consistent with statewide plans and priorities, see Section III.C below. Proposition 1 requires that projects be consistent with the goals identified in the California Water Action Plan. Links to key plans can be found in Appendix C.

## **III. Eligibility and Required Criteria**

### **A. Eligible Grantees**

Eligible applicants for Proposition 1 grant funding from the Conservancy are:

- Public agencies as defined in Proposition 1: any state agency or department, special district, joint powers authority, city, county, city and county, or other political subdivision of the state.
- Any private, nonprofit organization that qualifies under Section 501(c) (3) of the United States Internal Revenue Code, and whose purposes are consistent with the Conservancy’s enabling legislation (Division 22.7 of the Public Resources Code).
- Indian Tribes that are either federally recognized or listed on the Native Heritage Commission’s California Tribal Consultation List.
- Public utilities and mutual water companies; projects proposed by this type of applicant must have a clear and definite public purpose and must benefit the customers of the water system and not the investors. Additional eligibility requirements apply to any eligible grantee that is also an urban water supplier or an agricultural water supplier, as set forth in Proposition 1, Water Code Section 79712(b).

## **B. Project Eligibility**

To be eligible for Proposition 1 funding, projects must be consistent with the Conservancy's enabling legislation, meet the Conservancy's required project selection criteria, support the Conservancy's Strategic Plan and advance at least one of the purposes of Chapter 6 of Proposition 1.

Proposition 1 funds must be spent consistent with the General Obligation Bond Law, Government Code Section 16727. In general, this means projects must entail the construction or acquisition of capital assets and/or activities that are incidentally but directly related to construction or acquisition, such as planning, design and engineering. Proposition 1 funds are appropriated to the Conservancy with a maximum of five years for expenditure. Projects must be ready to start work and able to be completed within a maximum of five years. Land acquisition projects, including acquisition of conservation easements, are eligible if they are consistent with the purposes of Chapter 6 of Proposition 1.

Proposition 1 contains additional provisions that may make some projects ineligible, these include:

- All projects funded by Proposition 1 must be consistent with the Porter-Cologne Water Quality Control Act (Division 7 of the Water Code) and the State's five-year infrastructure plan prepared pursuant to Government Code section 13100.
- Proposition 1 cannot be used to fund acquisitions of land by eminent domain. Water Code Section 79711(g). Proposition 1 funds may only be used for projects that will provide benefits or improvements that are greater than required applicable environmental mitigation measures or compliance obligations.
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## **C. Baldwin Hills Conservancy Jurisdiction**

The jurisdiction of the Conservancy includes those lands or other areas that are donated to, or otherwise acquired by, or are operated by the Conservancy, that are located in the Baldwin Hills area.

## **D. Conservancy Required Project Selection Criteria**

The Conservancy has adopted *Grant Project Requirements (see appendix B)* setting forth the criteria the Conservancy uses for reviewing its grant applications. The Conservancy's Existing Program Guidelines contain required criteria that must be satisfied by all projects and additional criteria that are not mandatory but are taken into account for purposes of priority. The required selection criteria are:

- Promotion the Conservancy'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.

Evaluation criteria specific to this RFP are listed are in section IV.C, below.

## IV. Grant Application Process and Timeline

### A. Project Solicitation Periods

The Conservancy plans to hold four project solicitation periods each year: August 7-September 30, November 1-December 31, February 1-March 31, and May 1-June 30. A Request for Proposals (RFPs) will be posted on the Conservancy's website at the start of each solicitation period. Grant applications must be submitted during the solicitation periods.

The Conservancy anticipates that the November and May solicitation periods will target specific types of projects or program priorities. The specific priorities for the November and May solicitations have not yet been determined. The August and February RFPs will be open to any eligible project proposal.

### B. Pre-Proposal Consultation

Applicants are strongly encouraged to consult with Conservancy staff prior to submitting their applications. Pre-proposal consultation will be available to any potential applicant but will not be required. While Conservancy staff will be available to discuss projects and proposal-related questions, they will not be able to review full proposals before they are submitted. Please contact [david.mcneill@bhc.ca.gov](mailto:david.mcneill@bhc.ca.gov) or call 323 290-5270.

### C. Grant Application

The grant application form and instructions for completing it are posted [here](#) and attached as Appendix D. Applications should be emailed to [avril.labelle@bhc.ca.gov](mailto:avril.labelle@bhc.ca.gov). If you are unable to email your application, you may send the electronic files on a CD or other common electronic storage device. Mail the files to: Baldwin Hills Conservancy, 5120 West Goldleaf Circle Drive #290, L.A. CA 90056.

For this 1<sup>st</sup> Grant Round solicitation, **grant applications must be received by 5:00 p.m. (PST) on September 30, 2015.**

All information that you submit is subject to the unqualified and unconditional right of the Conservancy to use, reproduce, publish, or display, free of charge. Please indicate if crediting is requested for any of the photos and/or maps. The application requires the following information:

1. **Project Description** – Provide a clear, detailed description of the project proposed for Conservancy funding. The project description should include the following sections:
  - a. **Need for the project.** Describe the specific problems, issues, or unserved needs the project will address.
  - b. **Goals and objectives.** The goals and objectives should clearly define the expected outcomes and benefits of the project.
  - c. **Site Description.** Describe the project site or area, including site characteristics that are tied to your project objectives (i.e.: for acquisition of habitat, describe current vegetation assemblages, condition of habitats, known wildlife migration corridors, etc.). When relevant, include ownership and management information.

- d. **Specific Tasks.** Identify the specific tasks that will be undertaken and the work that will be accomplished for each task.
  - e. **Work Products.** List the specific work products or other deliverables that the project will result in.
  - f. **Measuring Success.** For projects involving restoration, construction or land acquisition, describe the plan for monitoring, evaluating and reporting project effectiveness, and implementing adaptive management strategies if necessary. Who will be responsible for funding and implementing ongoing management and monitoring?
2. **Project Graphics:** Provide the following project graphics with your application. Project maps and design plans should be combined into one pdf file with a maximum size of 10 MB. Project photos should be provided in jpg format.
- **Regional Map** -- Clearly identify the project's location in relation to prominent area features and significant natural and recreational resources, including regional trails and protected lands.
  - **Site-scale map** – Show the location of project elements in relation to natural and man-made features on-site or nearby. Any key features discussed in project description should be shown.
  - **Design Plan** – Construction projects should include one or more design drawings or graphics indicating the intended site improvements.
  - **Site Photos** – One or more clear photos of the project site.
3. **Preliminary Budget and Schedule** – The preliminary budget and schedule must include a line item for every task identified in the project description. For each task, applicants should provide the estimated completion date, estimated total cost of the task, amount requested from the Conservancy, and amount that will be provided by other funding sources. The task list in the Preliminary Budget and Schedule must match the task list provided in the project description.
4. **Additional Questions** –The additional questions are intended to provide the Conservancy with sufficient information to evaluate your project against the evaluation criteria. For each question, limit your answer to a half page, with one concise paragraph preferred. If a question does not apply to your project, write “not applicable”.

Applications should be emailed to the Conservancy. If the combined size of all the files is greater than 25 MB, please send files in separate email messages (email messages over 25 MB in size will be rejected by our server).

#### **D. Application Review Period**

The Conservancy expects that it will take an average of six months from application submittal to Conservancy Board approval and an additional month for execution of the grant agreement.

#### **E. Grant Awards**

Grants will be awarded once a project is approved by the Conservancy Board at a public meeting. Conservancy staff will determine which qualified applications to recommend to the Conservancy Board for funding and the amount of funding, taking into account the project's score relative to other eligible projects, the total amount of funding available for Proposition 1 projects, the urgency of the project relative to other eligible projects, the Conservancy's Strategic Plan, and the application of the Conservancy's Required and Additional Project Selection Criteria.

The Conservancy typically holds eight public meetings per calendar year. Each year's meeting schedule is published on the Conservancy's website. The agenda for each public meeting will be published on the Conservancy's website ten days in advance of the meeting. Conservancy staff will prepare a report for each proposed grant presented to the Conservancy Board at a public meeting. The staff report will describe the project and explain how the project is consistent with the Conservancy's enabling legislation, the Conservancy Program Guidelines, the Conservancy's Strategic Plan and the evaluation criteria in these Proposition 1 Grant Program Guidelines.

#### **F. Grant Agreement**

Once the Conservancy has approved a grant at a public meeting, Conservancy staff will prepare a grant agreement setting forth the terms and conditions of the grant. The grantee must sign the grant agreement and comply with all of its conditions in order to receive funds.

Preparation and finalization of a Grant Agreement usually takes at least three weeks. The Grant Agreement is sent to the grantee for signatures, and the requested number of originals must be sent back to the Conservancy. The Executive Officer signs each copy and one fully executed copy is sent back to the grantee.

It is important that the person administering the project for the grantee be familiar with the procedures and requirements of the Grant Agreement. There are several steps and requirements for grantees receiving Baldwin Hills Conservancy funding. To help prospective grantees understand the process, listed below are the typical requirements for receiving funds from the Baldwin Hills Conservancy. It may be useful for the grantee to arrange a meeting with the Conservancy Project Manager early in the project to review the Grant Agreement conditions (See Sect. IV. C, above).

#### **Typical Conditions and Requirements of Conservancy Grants**

- The Conservancy typically reimburses grantees for expenses after they are incurred. This means the grantee will have to cover the costs of the project between the time the expenses are incurred and they get paid by the Conservancy. It typically takes about 60 days between the time an invoice is received at the Conservancy and the payment is received by the grantee.
- Expenses incurred before the Grant Agreement with the Conservancy is executed cannot typically be billed to the grant.
- The Conservancy typically withholds 5% of the invoiced amount until the project is complete.
- The Conservancy usually limits overhead to 10%.
- Grantees are typically responsible for operation, maintenance and monitoring of completed projects for 20 years.

All Conservancy grantees should expect to be audited by the State of California. It is the grantees' responsibility to maintain all necessary records to substantiate and document all payments made pursuant to a Conservancy grant. If a grantee cannot provide adequate records when they are audited, they may be required to repay grant funds. The Conservancy now requires nonprofit grantees to submit the Nonprofit Organization Pre-Award Questionnaire (Appendix D) to help flag any potential issues with accounting and record keeping before the grantee begins work. Technical assistance may be available to help grantees meet all of the state's accounting requirements.

The Grant Agreement describes these and other requirements in greater detail and will be the controlling document. If there are any questions about the Grant Agreement, discuss them with the Conservancy Project Manager. Close review of and compliance with the Grant Agreement is essential and is the grantee's responsibility.

## **V. Application Evaluation and Scoring**

### **A. Application Screening**

Grant applications will be initially reviewed for completeness. Incomplete grant applications will be returned to the applicant. Grantees may choose to complete the application and resubmit.

Conservancy staff will screen complete grant applications to ensure that:

- The project meets at least one of the Chapter 6 Purposes (Appendix A);
- The project meets the Conservancy's required grant selection criteria (Appendix B);
- The project is consistent with the Conservancy's Strategic Plan;
- The project consists of work that is eligible for bond funds under the General Obligation Bond Law;
- The grantee is an eligible entity;
- For restoration and ecosystem protection projects, the grantee has consulted with the state and local conservation corps and included their services if feasible. Grantees must submit a completed Corps Consultation Review Document, provided in Appendix D.

Applications that do not pass the screening process will not proceed to the scoring process. The Conservancy has 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.

### **B. Scoring**

Complete grant applications that have passed the screening process will be evaluated and scored using the Evaluation Scoring Criteria set forth below. An application must achieve an average score of 75 or better to qualify for a grant.

Complete applications that have passed the screening process will be reviewed and scored by a minimum of three professionals with relevant expertise. Reviewers may include state and federal agency staff and others with relevant expertise, including consultants and academics. All reviewers other than SCC staff will be required to document that they do not have a conflict of interest in reviewing any proposals. If there is a significant discrepancy in the scoring by the three reviewers, additional reviewers may score the proposal. The average score will be the average of all reviews.

**C. Evaluation Scoring Criteria:**

<b>Criteria</b>	<b>Points</b>
The extent to which the project achieves one or more of the purposes of Chapter 6 of Prop 1.	20 points
The extent to which the application includes a complete, reasonable and well thought out proposed scope of work, budget and schedule.	20 points
The extent to which the project promotes and implements the California Water Action Plan, other state and plans and policies, and relevant regional water plans.	8 points
The extent to which the applicant demonstrates experience successfully implementing similar projects or demonstrates appropriate and necessary partnerships to complete the project.	8 points
The extent to which the applicant demonstrates that project has community support.	8 points
Whether the project is consistent with best scientific practices, where achievable or appropriate.	8 points
The extent to which the project leverages the resources of private, federal, state or local funding sources. Projects that have at least 25% matching funds will receive 3 points. Projects with greater than 50% matching funds will receive 8 points. Bonus points for projects with greater than 100% matching funds, see below.	8 points
The extent to which the project provides multiple benefits.	5 points
The extent to which the applicant demonstrates a clear and reasonable method for measuring and reporting the effectiveness of the project.	5 points
The extent to which the project employs new or innovative technology or practices.	5 points
The extent to which the project will deliver sustainable outcomes in the long-term.	5 points
	<b>100</b>
<b>Bonus Points</b>	
Matching funds > 100%	5 points

**VI. Additional Information**

**A. Available Funding**

The Conservancy received an appropriation of \$2 million of Proposition 1 in the 2015/16 fiscal year (July 1, 2015 – June 30, 2016). The Conservancy anticipates releasing four solicitations this

fiscal year, the amount awarded in each solicitation will depend on the quality of the applications and the needs of the project. The total awarded in FY 2015/16 will not exceed \$2 million.

**B. Additional Project Considerations**

- Agencies acquiring land may use the Natural Heritage Preservation Tax Credit Act of 2000 (Division 28 of the Public Resources Code. Water Code Section 79711(h)).
- Where appropriate, grantees will be required to provide signage informing the public that the project received Proposition 1 funding. This requirement will be addressed in the grant agreement.
- In administering Proposition 1 funds, the Conservancy will take into account the state’s policy that every human being has a right to “safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes” (Water Code Sec. 106.3).

**C. Environmental Documents**

The Conservancy is required to comply with the California Environmental Quality Act (CEQA). Grant applicants should consider whether their proposed project will trigger the need for an environmental impact report or negative declaration or whether a CEQA exemption applies. How CEQA applies and the status of CEQA compliance must be addressed in the grant application.

**D. Project Monitoring and Reporting**

All grant applications must include a monitoring and reporting component that explains how the effectiveness of the project will be measured and reported. The monitoring and reporting component will vary depending on the nature of the project. The grant application evaluation will assess the robustness of the proposed monitoring program. In addition, Conservancy staff will work with grantees to develop appropriate monitoring and reporting templates and procedures. For wetland and watershed restoration and protection projects, monitoring should be consistent with the State’s Wetlands and Riparian Area Monitoring Plan (WRAMP), as applicable.

**E. Leveraging Funds**

The Conservancy will award additional points to applicants with significant matching funds. The amount of leveraged funding will be specifically identified in every staff recommendation for potential approval by the Conservancy Board. The Conservancy will provide a summary of the total leverage of Conservancy funds from all its grant programs in an annual financial report to the Conservancy Board.

## Appendix A: Chapter 6 of Proposition 1

### Protecting Rivers, Lakes, Streams, Coastal Waters, and Watersheds

#### 79730.

The sum of one billion four hundred ninety-five million dollars (\$1,495,000,000) shall be available, upon appropriation by the Legislature from the fund, in accordance with this chapter, for competitive grants for multibenefit ecosystem and watershed protection and restoration projects in accordance with statewide priorities.

#### 79731.

Of the funds authorized by Section 79730, the sum of three hundred twenty-seven million five hundred thousand dollars (\$327,500,000) shall be allocated for multibenefit water quality, water supply, and watershed protection and restoration projects for the watersheds of the state in accordance with the following schedule:

- (a) Baldwin Hills Conservancy, ten million dollars (\$10,000,000).
- (b) California Tahoe Conservancy, fifteen million dollars (\$15,000,000).
- (c) Coachella Valley Mountains Conservancy, ten million dollars (\$10,000,000).
- (d) Ocean Protection Council, thirty million dollars (\$30,000,000).
- (e) San Diego River Conservancy, seventeen million dollars (\$17,000,000).
- (f) San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy, thirty million dollars (\$30,000,000).
- (g) San Joaquin River Conservancy, ten million dollars (\$10,000,000).
- (h) Santa Monica Mountains Conservancy, thirty million dollars (\$30,000,000).
- (i) Sierra Nevada Conservancy, twenty-five million dollars (\$25,000,000).
- (j) State Coastal Conservancy, one hundred million five hundred thousand dollars (\$100,500,000). Eligible watersheds for the funds allocated pursuant to this subdivision include, but are not limited to, those that are in the San Francisco Bay Conservancy region, the Santa Ana River watershed, the Tijuana River watershed, the Otay River watershed, Catalina Island, and the central coast region.
- (k) Sacramento-San Joaquin Delta Conservancy, fifty million dollars (\$50,000,000).

#### 79732.

(a) In protecting and restoring California rivers, lakes, streams, and watersheds, the purposes of this chapter are to:

- (1) Protect and increase the economic benefits arising from healthy watersheds, fishery resources, and instream flow.
- (2) Implement watershed adaptation projects in order to reduce the impacts of climate change on California's communities and ecosystems.
- (3) Restore river parkways throughout the state, including, but not limited to, projects pursuant to the California River Parkways Act of 2004 (Chapter 3.8 (commencing with Section 5750) of Division 5 of the Public Resources Code), in the Urban Streams Restoration Program established pursuant to Section 7048, and urban river greenways.
- (4) Protect and restore aquatic, wetland, and migratory bird ecosystems, including fish and wildlife corridors and the acquisition of water rights for instream flow.
- (5) Fulfill the obligations of the State of California in complying with the terms of multiparty settlement agreements related to water resources.
- (6) Remove barriers to fish passage.

(7) Collaborate with federal agencies in the protection of fish native to California and wetlands in the central valley of California.

(8) Implement fuel treatment projects to reduce wildfire risks, protect watersheds tributary to water storage facilities, and promote watershed health.

(9) Protect and restore rural and urban watershed health to improve watershed storage capacity, forest health, protection of life and property, stormwater resource management, and greenhouse gas reduction.

(10) Protect and restore coastal watersheds, including, but not limited to, bays, marine estuaries, and nearshore ecosystems.

(11) Reduce pollution or contamination of rivers, lakes, streams, or coastal waters, prevent and remediate mercury contamination from legacy mines, and protect or restore natural system functions that contribute to water supply, water quality, or flood management.

(12) Assist in the recovery of endangered, threatened, or migratory species by improving watershed health, instream flows, fish passage, coastal or inland wetland restoration, or other means, such as natural community conservation plan and habitat conservation plan implementation.

(13) Assist in water-related agricultural sustainability projects.

(b) Funds provided by this chapter shall only be used for projects that will provide fisheries or ecosystem benefits or improvements that are greater than required applicable environmental mitigation measures or compliance obligations.

**79733.**

Of the funds made available by Section 79730, the sum of two hundred million dollars (\$200,000,000) shall be administered by the Wildlife Conservation Board for projects that result in enhanced stream flows.

**79734.**

For restoration and ecosystem protection projects under this chapter, the services of the California Conservation Corps or a local conservation corps certified by the California Conservation Corps shall be used whenever feasible.

**79735.**

(a) Of the funds authorized by Section 79730, one hundred million dollars (\$100,000,000) shall be available, upon appropriation by the Legislature, for projects to protect and enhance an urban creek, as defined in subdivision (e) of Section 7048, and its tributaries, pursuant to Division 22.8 (commencing with Section 32600) of, and Division 23 (commencing with Section 33000) of, the Public Resources Code and Section 79508.

(b) (1) Of the funds authorized by Section 79730, twenty million dollars (\$20,000,000) shall be made available to the secretary for a competitive program to fund multibenefit watershed and urban rivers enhancement projects in urban watersheds that increase regional and local water self-sufficiency and that meet at least two of the following objectives:

(A) Promote groundwater recharge and water reuse.

(B) Reduce energy consumption.

(C) Use soils, plants, and natural processes to treat runoff.

(D) Create or restore native habitat.

(E) Increase regional and local resiliency and adaptability to climate change.

(2) The program under this subdivision shall be implemented by state conservancies, the Wildlife Conservation Board, the state board, or other entities whose jurisdiction includes urban

watersheds, as designated by the secretary. Projects funded under the program shall be a part of a plan developed jointly by the conservancies, the Wildlife Conservation Board, the state board, or other designated entities in consultation with the secretary.

(c) At least 25 percent of the funds available pursuant to this section shall be allocated for projects that benefit disadvantaged communities.

(d) Up to 10 percent of the funds available pursuant to this section may be allocated for project planning.

**79736.**

Of the funds authorized by Section 79730, four hundred seventy-five million dollars (\$475,000,000) shall be available to the Natural Resources Agency to support projects that fulfill the obligations of the State of California in complying with the terms of any of the following:

(a) Subsection (d) of Section 3406 of the Central Valley Project Improvement Act (Title 34 of Public Law 102-575).

(b) Interstate compacts set forth in Section 66801 of the Government Code pursuant to Title 7.42 (commencing with Section 66905) of the Government Code.

(c) Intrastate or multiparty water quantification settlement agreement provisions, including ecosystem restoration projects, as set forth in Chapters 611, 612, 613, and 614 of the Statutes of 2003.

(d) The settlement agreement referenced in Section 2080.2 of the Fish and Game Code.

(e) Any intrastate or multiparty settlement agreement related to water acted upon or before December 31, 2013. Priority shall be given to projects that meet one or more of the following criteria:

(1) The project is of statewide significance.

(2) The project restores natural aquatic or riparian functions, or wetlands habitat for birds and aquatic species.

(3) The project protects or promotes the restoration of endangered or threatened species.

(4) The project enhances the reliability of water supplies on a regional or interregional basis.

(5) The project provides significant regional or statewide economic benefits.

**79737.**

(a) Of the funds authorized by Section 79730, two hundred eighty-five million dollars (\$285,000,000) shall be available to the Department of Fish and Wildlife for watershed restoration projects statewide in accordance with this chapter.

(b) For the purposes of this section, watershed restoration includes activities to fund coastal wetland habitat, improve forest health, restore mountain meadows, modernize stream crossings, culverts, and bridges, reconnect historical flood plains, install or improve fish screens, provide fish passages, restore river channels, restore or enhance riparian, aquatic, and terrestrial habitat, improve ecological functions, acquire from willing sellers conservation easements for riparian buffer strips, improve local watershed management, and remove sediment or trash.

(c) For any funds available pursuant to this section that are used to provide grants under the Fisheries Restoration Grant Program, a priority shall be given to coastal waters.

(d) In allocating funds for projects pursuant to this section, the Department of Fish and Wildlife shall only make funds available for water quality, river, and watershed protection and restoration projects of statewide importance outside of the Delta.

(e) Funds provided by this section shall not be expended to pay the costs of the design, construction, operation, mitigation, or maintenance of Delta conveyance facilities.

(f) Funds provided by this section shall only be used for projects that will provide fisheries or ecosystem benefits or improvements that are greater than required applicable environmental mitigation measures or compliance obligations, except for any water transfers for the benefit of subsection (d) of Section 3406 of the Central Valley Project Improvement Act (Title 34 of Public Law 102-575).

**79738.**

(a) Of the funds authorized by Section 79730, eighty-seven million five hundred thousand dollars (\$87,500,000) shall be available to the Department of Fish and Wildlife for water quality, ecosystem restoration, and fish protection facilities that benefit the Delta, including, but not limited to, the following:

(1) Projects to improve water quality or that contribute to the improvement of water quality in the Delta, including projects in Delta counties that provide multiple public benefits and improve drinking and agricultural water quality or water supplies.

(2) Habitat restoration, conservation, and enhancement projects to improve the condition of special status, at risk, endangered, or threatened species in the Delta and the Delta counties, including projects to eradicate invasive species, and projects that support the beneficial reuse of dredged material for habitat restoration and levee improvements.

(3) Scientific studies and assessments that support the Delta Science Program, as described in Section 85280, or projects under this section.

(b) In implementing this section, the department shall coordinate and consult with the Delta city or Delta county in which a grant is proposed to be expended or an interest in real property is proposed to be acquired.

(c) Acquisitions pursuant to this section shall be from willing sellers only.

(d) In implementing this section state agencies shall prioritize wildlife conservation objectives through projects on public lands or voluntary projects on private lands, to the extent feasible.

(e) Funds available pursuant to this section shall not be used to acquire land via eminent domain.

(f) Funds available pursuant to this section shall not be expended to pay the costs of the design, construction, operation, mitigation, or maintenance of Delta conveyance facilities.

## Appendix B: Project Selection Criteria

***As Adopted by the Baldwin Hills Conservancy on June 5, 2003***

### **GRANT PROJECT REQUIREMENTS**

(For use in the determination of the priority of Conservancy grants and projects authorized under Division 22.7 of the California Public Resources Code)

### **STANDARD REQUIREMENTS**

- a. Promotion of the Conservancy's statutory programs and purposes**
- b. Consistency with the Baldwin Hills Park Master Plan**
- c. Consistency with purposes of the funding source**
- d. Support from the public**
- e. Location** (must benefit the Baldwin Hills and Ballona Creek region)
- f. Need** (desired project or result will not occur without Conservancy participation)
- g. Greater-than-local interest**
- h. Demonstrated expertise in the proposed program area**

### **ADDITIONAL CONSIDERATIONS**

- a. Urgency** (threat to a resource from development or natural or economic conditions; pressing need; or a fleeting opportunity)
- b. Resolution of more than one issue**
- c. Leverage** (contribution of funds or services by other entities)
- d. Conflict resolution**
- e. Innovation** (for example, environmental or economic demonstration or education)
- f. Readiness** (ability of the grantee and others to start and finish the project in a timely manner)
- g. Enhances or improves ongoing or existing Conservancy projects**  
**Cooperation** (extent to which the public, nonprofit groups, landowners and others will participate in the project)

## Appendix C: Key State, Federal, and Regional Plans and Priorities

The following identifies and provides detail about statewide plans and policies that are consistent with the Conservancy's mission and strategic plan objectives. This listing is not intended to be exhaustive. There may be other existing statewide plans or policies that are consistent with the Conservancy's mission and objectives. Moreover, in the future new statewide plans and policies will be adopted that will also be relevant to Proposition 1 implementation.

### **Governor's Executive Orders –**

- [Executive Order S-13-08](#) directed all state agencies planning construction projects in areas vulnerable to future sea level rise to plan and consider a range of sea level rise scenarios for the years 2050 and 2100 in order to assess project vulnerability and, to the extent feasible, reduce expected risks and increase resiliency to sea level rise.
- [Executive Order B-30-15](#) established a new interim statewide greenhouse gas emission reduction target to reduce greenhouse gas emissions to 40 percent below 1990 levels by 2030 and to 80 percent below 1990 levels by 2050. This order also directed state agencies to make climate change into account in their planning and investment decisions and to give priority to actions that both build climate preparedness and reduce greenhouse gas emissions.

### **California Water Action Plan**

California Natural Resources Agency, the California Environmental Protection Agency, and the California Department of Food and Agriculture developed this Water Action Plan to meet three broad objectives: more reliable water supplies, the restoration of species and habitat, and a more resilient, sustainably managed water resources system. It lays out the state's challenges, goals and actions needed to put California's water resources on a safer, more sustainable path. The plan identifies ten overarching strategies to protect our resources

### **Safeguarding California Climate Adaptation Plan**

The Safeguarding California Plan provides policy guidance for state decision makers, and is part of continuing efforts to reduce impacts and prepare for climate risks. This plan highlights climate risks in nine sectors in California, discusses progress to date, and makes sector-specific recommendations.

[California @ 50 Million: The Environmental Goals and Policy Report \(2013 Draft\)](#) : This report contains a 20- to 30-year overview of projected growth in the state, along with goals and objectives for land use, population growth and distribution, development, natural resources, conservation, and air and water quality. The goals are consistent, as required, with state planning priorities identified in AB 857.

### **State and Federal Species and Habitat Protection Plans**

- [California Wildlife Action Plan](#) (2015 update underway). The Wildlife Action Plan creates a vision for fish and wildlife conservation, identifies species of greatest conservation need, and recommends actions that are implementable, measurable, and time bound.
- [California Aquatic Invasive Species Management Plan](#) (2008) This California DFW plan proposes 163 actions to address the environmental and economic threats caused by aquatic species in California. The Conservancy supports invasive species control actions when the invasive is a serious threat to coastal resources.

- [\*California Essential Habitat Connectivity Strategy for Conserving a Connected California\*](#) (2010)  
This Plan was produced by California Department of Transportation, and California Department of Fish and Wildlife in collaboration with many other agencies, including the Coastal Conservancy, as well as non-governmental organizations. The plan and associated map identifies 850 natural landscape blocks and 192 essential connectivity areas. It focuses attention on large areas important to maintaining ecological integrity at the broadest scale, and recommends regional and local analysis to refine the linkages map and to identify additional areas important to sustaining ecological connectivity.

**State Agency and Multi-Agency Strategic Plans** – In addition to the Conservancy strategic plan, Conservancy adopted and supported projects implement elements of partner agency strategic plans.

[\*Baldwin Hills Park Master Plan\*](#)

[\*Greater Los Angeles Integrated Regional Water Management Plan\*](#)

[\*Indicators of Climate Change in California Report \(EPIC\)\*](#)

## Appendix D: Grant Application Materials

### GRANT APPLICATION – SUMMARY FORM

#### CONTACT INFO

<b>Organization</b>			
<b>Contact Person</b>		<b>Email</b>	
<b>Phone</b>		<b>Fax</b>	
<b>Address</b>			

#### PROJECT INFO

<b>Project Name</b>					
<b>Summary</b>					
<b>Total Project Cost</b>	\$		<b>Amount Requested</b>	\$	
<b>Start Date</b>		<b>End Date</b>			
<b>Project Type</b> (check all that apply)	<input type="checkbox"/> Planning	<input type="checkbox"/> Acquisition	<input type="checkbox"/> Resource Protection	<input type="checkbox"/> Climate Change	<input type="checkbox"/> Urban Greening
	<input type="checkbox"/> Access				
	<input type="checkbox"/> Habitat Conservation/Restoration				
<b>Acres</b>		<b>Trail Miles</b>		<b>APNs</b> (Acquisition Only)	

#### LOCATION INFO

<b>County</b>		<b>Specific Location</b>	
<b>Latitude</b>		<b>Longitude</b>	
<i>What point is represented by the lat/longs (e.g., parking lot, center of site, etc):</i>			

#### ELECTED OFFICIALS

Districts	Number(s)	Name(s)
<b>State Senate</b>		
<b>State Assembly</b>		
<b>Congressional</b>		

## GRANT APPLICATION – PROJECT DESCRIPTION

Complete each of the elements of the project description below with clear, but detailed answers. Limit your response to Questions 1-7 should not exceed four pages. All applications must be provided in 12 point type.

1. **Need for the project.** Describe the specific problems, issues, or un-served needs the project will address.
  
2. **Goals and objectives.** The goals and objectives should clearly define the expected outcomes and benefits of the project.
  
3. **Site Description.** Describe the project site or area, including site characteristics that are tied to your project objectives (i.e.: for acquisition of habitat, describe current vegetation assemblages, condition of habitats, known wildlife migration corridors, etc.). When relevant, include ownership and management information.
  
4. **Specific Tasks.** Identify the specific tasks that will be undertaken and the work that will be accomplished for each task.

#	Task Name	Description
1		
2		
3		
4		
5		
6		
7		

*Add or delete rows as necessary.*

5. **Work Products.** List the specific work products or other deliverables that the project will result in.
  
6. **Measuring Success.** For projects involving restoration, construction or land acquisition, describe the plan for monitoring, evaluating and reporting project effectiveness, and implementing adaptive management strategies if necessary. Who will be responsible for funding and implementing ongoing management and monitoring?

7. **Project Maps and Graphics.** Provide the following project graphics with your application. Project maps and design plans should be combined into one pdf file with a maximum size of 5 MB. Project photos should be provided in jpg format.
- Regional Map – Clearly identify the project’s location in relation to prominent area features and significant natural and recreational resources, including regional trails and protected lands.
  - Site-scale map – Show the location of project elements in relation to natural and man-made features on-site or nearby. Any key features discussed in project description should be shown.
  - Design Plan – Construction projects should include one or more design drawings or graphics indicating the intended site improvements.
  - Site Photos – One or more clear photos of the project site.

**GRANT APPLICATION – PRELIMINARY BUDGET AND SCHEDULE**

In the budget matrix below, relist the tasks identified in #4 above and for each provide: 1) the estimated completion date for the task, 2) the estimated cost of the task, and 3) the funding sources (applicant, Conservancy, and other) for the task. The table will automatically sum the totals for each row and column. To do this, highlight the whole table and hit F9.

<b>Task Number</b>	<b>Task</b>	<b>Completion Date</b>	<b>Applicant’s Funding</b>	<b>Baldwin Hills Conservancy</b>	<b>Other Funds</b>	<b>Total Cost</b>
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
						\$ 0
<b>TOTAL</b>			\$ 0	\$ 0	\$ 0	\$ 0

**In Kind Services**

*In-kind services or contributions include volunteer time and materials, bargain sales, and land donations. Describe and estimate the value of expected in-kind services.*

## GRANT APPLICATION – ADDITIONAL INFORMATION

Provide clear, concise answer to each question below. Unless otherwise specified, please limit your answer to one concise paragraph. See grant application instructions for more information. For question #4, limit your answer to 1-3 sentences per relevant plan. Most questions should be answered by all applicants, enter “not applicable” if a question does not pertain to your project.

**1. Proposition 1 Goals.** Which of the following purposes of Chapter 6 of Proposition 1 are achieved by the project (check all that apply):

- Protect and increase the economic benefits arising from healthy watersheds, fishery resources and in-stream flow.
- Implement watershed adaptation projects for which Grantee has consulted with the state and local conservation corps and included their services if feasible (for restoration and ecosystem protection projects only). Grantees must submit a completed Corps Consultation Review Document. The process for obtaining this required consultation is described in Appendix D.
- Restore river parkways throughout the state, including but not limited to projects pursuant to the California River Parkway Act of 2004 and urban river greenways.
- Protect and restore aquatic, wetland and migratory bird ecosystems including fish and wildlife corridors and the acquisition of water rights for in-stream flow.
- Fulfill the obligations of the state of California in complying with the terms of multiparty settlement agreements related to water resources.
- Remove barriers to fish passage.
- Collaborate with federal agencies in the protection of fish native to California and wetlands in the central valley of California.
- Implement fuel treatment projects to reduce wildfire risks, protect watersheds tributary to water storage facilities and promote watershed health.
- Protect and restore rural and urban watershed health to improve watershed storage capacity, forest health, protection of life and property, storm water resource management, and greenhouse gas reduction.
- Protect and restore coastal watersheds including but not limited to, bays, marine estuaries, and near shore ecosystems.
- Reduce pollution or contamination of rivers, lakes, streams, or coastal waters, prevent and remediate mercury contamination from legacy mines, and protect or restore natural system functions that contribute to water supply, water quality, or flood management.
- Assist in the recovery of endangered, threatened, or migratory species by improving watershed health, instream flows, fish passage, coastal or inland wetland restoration, or other means, such as natural community conservation plan and habitat conservation plan implementation.
- Assist in water-related agricultural sustainability projects.

2. **Conservation Corps.** For restoration and ecosystem protection projects, include a completed Corps Consultation Review Document Grantee as evidence that applicant has consulted with the state and local conservation corps and included their services if feasible. The process for obtaining this required consultation is described in Attachment 1 to this application.
3. **Disadvantaged Communities.** Does the project benefit a disadvantaged community? Proposition 1 defines a disadvantaged community as “a community with an annual median household income that is less than 80 percent of the statewide annual median household income.” (CA Water Code Section 79505.5.) The Department of Water Resources has developed an online [map viewer](#) which shows the maps of California’s disadvantaged communities, based on census data including the American Community Survey. Communities are defined at different geographic scales, including county, census tract and census place.

*If yes, specify which community and how it will be benefited by the project.*

4. **Consistency with other State Plans:** If the proposed project will help to implement or promote the goals of any of the State Plans listed below, check that plan and specify which goals, objectives, priority actions, etc. will be furthered by the project. Limit your answers to 1-3 sentences per plan.

- California @ 50 Million: The Environmental Goals and Policy Report
- CA Climate Adaptation Strategy/Safeguarding California: Reducing Climate Risk Plan
- California Water Action Plan
- CA Wildlife Action Plan
- California Essential Habitat Connectivity Strategy for Conserving a Connected California
- Habitat Conservation Plans/Natural Community Conservation Plans (specify the plan)
- Other relevant state or regional plan(s) (specify the plan, refer to Appendix C)

5. **California Water Action Plan.**

- a. Identify which goals of the California Water Action plan the project will promote or implement.
- b. Identify the Integrated Watershed Management Plan(s) and any other regional or watershed plans that apply to the specific project area. For each, list those goals, objectives, priority actions, etc. that the project will promote or implement.

6. **Best Scientific Practices.** Describe how the project is consistent with best scientific practices where achievable and appropriate.

7. **New Technology.** Does the project employ new or innovative technology or practices? If yes, describe those technologies and/or practices.

8. **Sustainability.** Described how the project will deliver sustainable outcomes in the long-term.

9. **Project and Applicant History:** Provide a history of the project, and any background information not provided in the project description. Is the project related to any previous or proposed Coastal Conservancy projects? If so, which ones and how are they related?

**10. Environmental Review:** Projects funded by the Coastal Conservancy must be reviewed in accordance with the California Environmental Quality Act (“CEQA”). CEQA does not apply to projects that will not have either a direct or indirect effect on the environment. For all other projects, if the project is statutorily or categorically exempt under CEQA, no further review is necessary. If the proposed project is not exempt, it must be evaluated by a public agency that is issuing a permit, providing funding, or approving the project, to determine whether the activities may have a significant effect on the environment. The evaluation results in a “Negative Declaration (Neg Dec),” “Mitigated Negative Declaration (MND),” or “Environmental Impact Report.”

The proposed project.... (select the appropriate answer):

- Is not a project under CEQA. Briefly specify why.
- Is exempt under CEQA. Provide the CEQA exemption number and specify how the project meets the terms of the exemption.
- Requires Negative Declaration, MND, or EIR. Specify the lead CEQA agency (the agency preparing the document) and the (expected) completion date. Please note that the Conservancy will need to review and approve any CEQA document, and cannot present a project to the Conservancy Board for funding consideration without a completed CEQA document. For more information on CEQA, visit: <http://resources.ca.gov/ceqa/>.

**11. Support:** List the public agencies, non-profit organizations, elected officials, and other entities and individuals that support the project.

**12. Regional Significance:** Describe the regional significance of the project with respect to recreation (regional trails and parks, staging areas, environmental education facilities, etc.), agricultural resources, and natural resources (including listed species, identified high priority habitat, wildlife corridors, watersheds, and agricultural soils).

**13. Need for Conservancy Funds:** What would happen to the project if no funds were available from the Conservancy? What project opportunities or benefits could be lost and why if the project is not implemented in the near future?

**14. Vulnerability from Climate Change Impacts Other than Sea Level Rise:** Using the latest regional scenarios, predictions and trends, describe how the project objectives or project may be vulnerable to impacts (fire, drought, species and habitat loss, etc.) from climate change, other than sea level rise, coastal erosion or flooding. Identify design, siting, or other measures incorporated into the project to reduce these vulnerabilities.

**15. Greenhouse Gas Emissions/Climate Change:** If the proposed project will result in production of greenhouse gas emissions (including construction impacts and vehicle miles travelled as part of a public access component), describe the measures your project includes to reduce, minimize or avoid greenhouse gas emissions through project design, implementation construction, or maintenance. What, if any, are the possible sources or sinks of greenhouse gases for your project, such as carbon sequestration from habitats at the site? If one of the project goals is to sequester carbon (reduce greenhouse gas concentrations), how do you intend to ensure continued long term sequestration while achieving project objectives? Do you have any plans to seek carbon credits for the carbon sequestration activities on the project site?

**16. Willing Seller:** Projects that involve acquisition of property must involve a willing seller. If your project includes property acquisition, please describe the status and expected conclusion of landowner negotiations.

### **GRANT APPLICATION CHECKLIST**

A complete application will consist of the following files:

- Cover Letter (option) – no more than one page.
- Grant application form (in Microsoft Word or RTF format), includes cover page, project description, preliminary budget and schedule, and additional questions.
- Project maps and design plans (in one pdf file, 10 MB maximum size)
- Project photos (in jpg format)
- Conservation Corps Consultation Review Document (*Appendix C, Attachment 1 below*) signed off by the Conservation Corps
- For Nonprofit Organizations, please submit completed Nonprofit Organization Pre-Award Questionnaire (*Appendix D, Attachment 2 below*)

Applications should be emailed to [avril.labelle@bhc.ca.gov](mailto:avril.labelle@bhc.ca.gov). If you are unable to email your application, you may send the electronic files on a CD or other common electronic storage device. Mail the files to: Baldwin Hills Conservancy, 5120 West Goldleaf Circle Drive, L.A. CA 90056

**Grant applications must be received by the Baldwin Hills Conservancy by 5:00 p.m. (PST) on September 30, 2015.**

## Attachment 1 – Conservation Corps Consultation

Applicants for grants from the Conservancy for restoration and ecosystem protection projects shall consult with representatives of the California Conservation Corps (CCC) and the California Association of Local Conservation Corps (CALCC), the entity representing the certified community conservation corps, (collectively, “the Corps”) to determine the feasibility of the Corps participation.

The Corps have already determined that it is **not feasible** to use their services on restoration and ecosystem protection projects that solely involve either planning or acquisition. Applications for these projects are exempt from the consultation requirement. All other applications will be considered incomplete unless they include the Corps consultation described below.

Grantees awarded funds to undertake a project where it has been determined that Corps services can be used will be required to include the Corps in the scope of work as a condition of the Conservancy’s grant agreement unless the Corps subsequently declines to participate in the project.

**Applicants are encouraged to contact the CCC/CALCC representatives to discuss feasibility as early in the project development process as possible.** The Corps will complete its review in 5 business days, but will not be able to review project applications in less than 5 business days. The process for consultation is provided below:

Step 1: Prior to submittal of an application, the Grantee will compile the following information:

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

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

California Conservation Corps

Email: [Prop1@ccc.ca.gov](mailto:Prop1@ccc.ca.gov)

Send to: CCC Proposition 1 Coordinator

Phone: (916) 341-3100

CA Association of Local Conservation Corps

Email: [inquiry@prop1communitycorps.org](mailto:inquiry@prop1communitycorps.org)

Send to: Crystal Muhlenkamp

Phone: 916-426-9170 ext. 0

Step 3: Both the CCC and CALCC representatives will review the submitted information, contact the Grantee if necessary, and respond to the applicant with a Corps Consultation Review Document indicating:

- (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.

Step 4: Grantees submits includes Corps Consultation Review Document in the Conservancy Grant Application.

## Corps Consultation Review Document

Within five (5) business days of receiving the project information, both the CCC and CALCC representatives will review the submitted information, contact the Grantee if necessary, and respond to the applicant with this Corps Consultation Review Document. Two copies of this Corps Consultation Review Document (one completed by the CCC and one from the CALCC) must be included in applications to the Conservancy for Proposition 1 funded grants.

1. Name of Applicant:

Project Title:

Department/Conservancy to which you are applying for funding:

### To be completed by Applicant:

Is this application solely for planning or acquisition?

- Yes (application is exempt from the requirement to consult with the Corps)
- No (proceed to #2)

### To be completed by Corps:

This Consultation Review Document is being prepared by:

- The California Conservation Corps (CCC)
- California Association of Local Conservation Corps (CALCC)

2. Applicant has submitted the required information by email to the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC):

- Yes (applicant has submitted all necessary information to CCC and CALCC)
- No (applicant has not submitted all information or did not submit information to both Corps – application is deemed non-compliant)

3. After consulting with the project applicant, the CCC and CALCC has determined the following:

- It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project (deemed compliant)
  - It is feasible for the CCC and/or certified community conservation corps services to be used on the project and the following aspects of the project can be accomplished with Corps services (deemed compliant).
- 
- 

CCC AND CALCC REPRESENTATIVES WILL RETURN THIS FORM AS DOCUMENTATION OF CONSULTATION BY EMAIL TO APPLICANT WITHIN FIVE (5) BUSINESS OF RECEIPT AS VERIFICATION OF CONSULTATION. APPLICANT WILL INCLUDE COPY OF THIS DOCUMENT AS PART OF THE PROJECT APPLICATION.

**Attachment 2. Non-Profit Organization Pre-Award Questionnaire**

All nonprofit organizations must complete this questionnaire and include it in their application.

**CONTACT INFO**

<b>Organization</b>			
<b>Contact Person</b>		<b>Email</b>	
<b>Phone</b>		<b>Fax</b>	

**GENERAL INFORMATION**

1. Please attach a copy of your most recent financial reports with your response to this questionnaire.
2. Have you had a financial audit within the last three years by an independent auditor? Yes  No   
If yes, please provide a copy of the audit report.
3. Does your organization have appropriate segregation of duties to prevent one individual from processing an entire financial transaction? Yes  No
4. Does your organization have controls to prevent expenditure of funds in excess of what is approved in your project budget? Yes  No
5. Does your organization have a conflict of interest policy? Yes  No
6. How much unrestricted money does your organization raise annually?
7. Is there a Finance Committee of the board of directors, or does the Board make all financial decisions?
8. What are the Treasurer’s duties?

**CASH MANAGEMENT**

9. Are grant funds accounted for through segregated accounts? Yes  No
10. Are all disbursements properly documented with evidence of receipt of goods or performance of service? Yes  No

**PAYROLL**

11. Does your organization have a time reporting system developed to determine and explain proper labor and overhead charges billed to the grant? Yes  No
12. Have you developed procedures to ensure fair and competitive contracting? Yes  No
13. Is there an effective system of identifying expenditures for time, travel and purchase of supplies to determine relevancy to individual grant projects? Yes  No

**PROPERTY MANAGEMENT**

*(Complete this section, if State grants will be used to purchase physical assets.)*

- 14. Are detailed records of individual capital assets kept and periodically balanced with the general ledger accounts? Yes  No
- 15. Are there effective procedures for authorizing and accounting for the disposal of property and equipment? Yes  No

**INDIRECT COSTS**

- 16. Does the organization have an established methodology for calculating indirect costs or overhead? Yes  No
- 17. Is this used consistently for all grants and contracts? Yes  No

**COST SHARING**

- 18. Does the organization have a means to determine and document that it has met cost-sharing goals for each project? Yes  No
- 19. Do your financial records identify the receipt and expenditure of funds separately for each grant or contract? Yes  No

**COMPLIANCE**

- 20. Does your organization have a formal system for complying with the payment of prevailing wages? Yes  No
- 21. Does your organization have a system in place to ensure it does not use contractors who may be suspended or debarred from receiving federal or state contracts? Yes  No

***I certify that the above information accurately represent the organization of which I am a representative.***

\_\_\_\_\_  
**Name of person completing questionnaire**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

