



REQUEST FOR GRANT PROPOSALS
CALIFORNIA STATE COASTAL CONSERVANCY
CALLEGUAS CREEK IN-LIEU FEE PROGRAM
August 14, 2017

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I. Introduction

A. Request for Grant Proposals Summary: SCC is requesting grant proposals for restoration, establishment, and enhancement projects (see Attachment E for definitions) located within the Calleguas Creek watershed that may be completed through expenditure of the Calleguas Creek In-Lieu Fee Program's account balance of \$2,300,000. Program funds may not be used for fee acquisition. Proposed projects may be of any size and need not satisfy the Program's entire 20.05-acre mitigation obligation, however, higher priority will be given to those projects that provide greater acreage.

B. State Coastal Conservancy's Calleguas Creek In-Lieu Fee Program Background

The State Coastal Conservancy ("SCC") is a state agency, established in 1976, to work proactively with local communities and 501(c)(3) nonprofit organizations to implement multi-benefit projects that protect and enhance coastal resources. SCC works along the entire length of California's coast, within the coastal watersheds of rivers and streams that extend inland from the coast, and throughout the nine-county San Francisco Bay Area.

The SCC, in conjunction with the United States Army Corps of Engineers (USACE), and United States Environmental Protection Agency (USEPA) established the Calleguas Creek In-Lieu Fee Program to provide compensatory mitigation for Corps-authorized unavoidable impacts to Waters of the United States within the Calleguas Creek watershed in Ventura County, California (see Attachment B for program area).

The Calleguas Creek In-Lieu Fee Program currently carries an unmet compensatory mitigation obligation of 20.05 acres of Corps-jurisdictional aquatic resources. Of this acreage, a minimum of 10 acres must be mitigated through re-establishment or establishment of aquatic resources, i.e. must result in a gain in Corps-jurisdictional area. The remainder of the mitigation obligation (10.05 acres) may be satisfied through implementation of aquatic resource rehabilitation or enhancement activities, however since these activities do not result in a gain in aquatic resource area they will require a greater acreage to meet the mitigation obligation. Crediting ratios are determined by USACE on a project-by-project basis, with re-establishment and establishment activities generally at a 1:1 ratio. Rehabilitation and enhancement activities may range from 1:1 to 4:1 or greater, depending on the 'functional lift' the project provides in targeted aquatic resource areas.

C. Schedule

Request for Grant Proposals Released August 14, 2017

Proposals due November 13, 2017 at 5:00 pm

SCC and IRT Evaluation November-December 2017

SCC Board Meeting for project approval Winter/Spring 2017

D. Process Overview

Respondents to this Request for Grant Proposals must submit the information requested below electronically in Microsoft Word or PDF format to: Julia Elkin, julia.elkin@scc.ca.gov on or before 5:00 p.m. on November 13, 2017. Please limit total file size below 10 MB.

Submitted proposals will be reviewed by SCC staff and the Interagency Review Team composed for this program. The Calleguas Creek In-Lieu Fee Program Interagency Review Team and the SCC Board will approve the selected project(s).

II. Eligibility and Required Criteria

A. Applicant Eligibility

Eligible applicants for Calleguas Creek In-Lieu Fee funding from SCC are:

- Public agencies: defined as 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 21 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.

B. Project Eligibility and Federal Provisions

In-Lieu Fee Program funds must be expended consistent with the 2008 Revised Compensatory Mitigation Rule (*33 CFR Parts 325 and 332; 40 CFR Part 230*) and must primarily ensure reestablishment or creation of Waters of the United States.

Qualifying project costs under this Program include project design and planning, permitting, construction, monitoring, and long-term management. The Calleguas Creek In-Lieu Fee Program does not have funds available for land acquisition, though funds may be used for conservation easements or other necessary site protections.

All projects must conform to the following requirements:

- Projects funded under the In-Lieu Fee Program will be receiving mitigation-derived funds, which must be kept separate from other public funds. Therefore, if the proposed project is part of a larger project, the acres being proposed under this application must be fully distinct from any project acreages that would receive non-mitigation funds.
- All projects funded under the In-Lieu Fee Program must be protected in-perpetuity through a signed, recorded Conservation Easement adhering to the mandatory template provided as Attachment A.
- All projects funded under the In-Lieu Fee Program must develop a mitigation plan (comprised of a project development plan, interim management plan, and long term management plan) for review and approval by SCC and, ultimately, by the Calleguas Creek In-Lieu Fee Program's IRT.
- All projects funded under the In-Lieu Fee Program require a minimum of 5-years of post-implementation monitoring to ensure project-specific quantitative performance standards are met. A complete project proposal must include a project monitoring and reporting plan that shall include a pre- and post-project CRAM analysis¹ as well as further site-specific monitoring as needed. Monitoring should be consistent with the

¹ "California Rapid Assessment Method" www.cramwetlands.org

2008 Mitigation Rule requirements as well as the State's Wetlands and Riparian Area Monitoring Plan (WRAMP).²

- All projects funded under the In-Lieu Fee Program must be managed in perpetuity. Funding will be provided thru creation of a non-wasting endowment and may use funds from the Calleguas Creek In-Lieu Fee Program's account toward this endowment (see Section II.D.). Applicants must detail in their submittal whom the responsible party will be for managing the endowment, and provide a projection for annual long-term management costs for the proposed project.
- All projects funded under the In-Lieu Fee Program will be required to submit annual reports on the status of the project and project funds (Attachment D)

C. Calleguas Creek In-Lieu Fee Program Area

SCC's Calleguas Creek In-Lieu Fee Program supports projects located within the Calleguas Creek watershed. A [map](#) of the Program Area is located in Attachment B.

D. Calleguas Creek In-Lieu Fee Program Funding

There is a total of \$2,300,000 available through this Request for Grant Proposals. The funding consists entirely of the Calleguas Creek In-Lieu Fee Program Account, whose balance of \$2,300,000 was collected thru credit sales under the Calleguas Creek In-Lieu Fee Program. These funds must be spent on satisfying the Program's mitigation obligation and may be used for the planning, construction, and long term management tasks of selected mitigation projects approved by SCC and the Program's Interagency Review Team (IRT).

The Calleguas Creek In-Lieu Fee Program funds will be disbursed from SCC to the selected project(s) through a grant agreement. As with all SCC grants, expenses will be reimbursed after they are incurred. Five percent (5%) of billable expenses will be withheld until all work is completed to the satisfaction of SCC. SCC must also approve all interim work products before payment. SCC, as the In-Lieu Fee Program Administrator, will retain legal responsibility for ensuring project success and long-term viability in meeting the Calleguas Creek In-Lieu Fee Program's compensatory mitigation obligation.

E. Environmental Documents and Permits

The Conservancy is required to comply with the California Environmental Quality Act (CEQA). Proposals must address the status of CEQA compliance. Priority will be given to projects that have already completed CEQA review and have secured all necessary permits.

III. Request for Grant Proposals Process/ Scope of Work

A complete proposal will consist of the following files/documents:

Project Application Form

- Narrative responses to application questions Form, attached (MS Word or rft format)
- Project maps and site photos (in one pdf file, 10 MB maximum size)
- Project design plans (in one pdf file or combined with project maps file)

For Nonprofit Organizations, please submit completed [Nonprofit Organization Pre-Award Questionnaire \(Attachment C\)](#). If your organization submitted this questionnaire to the Conservancy in the past 24 months, you can skip this step, please just indicate the date it was submitted.

² http://www.mywaterquality.ca.gov/monitoring_council/wetland_workgroup/wramp/index.html

The Project Application Form includes the following required information:

1. **Project Description** – Provide a clear, detailed description of the project proposed for Calleguas Creek In-Lieu Fee Program funding. The project description should include the following sections:
 - a. **Need for the project.** Describe the specific aquatic and other natural resource issues the project will address.
 - b. **Goals and objectives.** Clearly define the expected outcomes and benefits of the project. Include a list of habitat types that would be enhanced, restored or created.
 - c. **Project Description.** Describe all of the major project components. Describe the target upland and USACE jurisdictional habitat types, and categorize each aquatic resource component as establishment, re-establishment, rehabilitation, or enhancement. Provide an acreage approximation for each of these categories. See Attachment E of the RFP for definitions and examples of these USACE terms.
 - d. **Site Description.** Describe the existing conditions of the project site or area, including site characteristics that are tied to your project objectives (i.e. wetlands, streams, riparian corridors, current vegetation assemblages, condition of habitats, known wildlife migration corridors, etc.) as well as detailed ownership and management information.
 - e. **Project Permits.** List the permits required for the project as well as date acquired for any permits already in hand. Provide brief writeup of the CEQA status of the project as well as any existing CEQA documentation.
 - f. **Specific Tasks.** Identify the specific tasks that will be undertaken and the work that will be accomplished for each task.
 - g. **Project Monitoring.** Describe the plan for monitoring, evaluating and reporting project effectiveness and implementing adaptive management strategies if necessary over the requisite minimum 5-year project performance period. Also describe the plan for project monitoring in perpetuity following successful completion of the minimum 5 year project performance period. Project Monitoring shall include requirement of a pre- and post-project CRAM analysis as well as further site-specific monitoring as needed.
 - h. **Long-Term Project Management.** Describe the anticipated long-term management needs on the project site, including identification of body to establish and operate the project's long-term management account.
2. **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 Calleguas Creek In-Lieu Fee Program, and amount that will be provided by other funding sources (if applicable). The task list in the Preliminary Budget and Schedule must match the task list in the project description. Please indicate the source of any matching funds included in the budget.

3. **Project Maps and Graphics:** Provide the following project graphics with your application. Project maps should be combined into one pdf file with a maximum size of 10MB. Project photos should be provided in jpg format. Project design plans may be included in the project maps PDF file or sent as an additional PDF if they exceed the 10MB file limit.

- **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.
- **Wetlands delineation**—Provide a site-scale map with USACE jurisdictional overlay on the project area polygon(s) if available. If there has not been a wetland delineation of the site please so note the probable extent of existing Waters of the United States.
- **Site Photos** – One or more clear photos of the project site.
- **Design Plans** – include copies of the proposed project’s design and engineering documents

4. **Letter of Support** documenting land owner’s support of the project and acknowledgement of all project requirements, including USACE easement.

Applications should be emailed to Julia Elkin (julia.elkin@scc.ca.gov). If the combined size of all the files is greater than 10 MB, please send files in separate email messages (email messages over 10 MB in size will be rejected by our server).

IV. Proposal Evaluation

Complete proposals will be evaluated by SCC, and ultimately by the IRT in order to arrive at a final funding decision. The SCC will use the following criteria to evaluate and select project(s):

Technical Criteria
Number of project acres constituting re-establishment and/or creation
Number of project acres constituting enhancement and/or rehabilitation
Demonstration of ecologically-sound project concept and approach
Current level of project design & engineering
Completed wetlands delineation for project polygon(s)
Status of CEQA review
Status of project permits
Administrative Criteria
Fiscal capacity for creating/operating a Long-Term Management funding account
Technical capacity for long term site management in perpetuity
Documentation of landowner commitment to signing mandatory Conservation Easement

Contacts

For questions about the proposal process or the Calleguas Creek In-Lieu Fee Program, please contact Julia Elkin at julia.elkin@scc.ca.gov or (510)286-0736.