Proposition 12 Santa Monica Bay Restoration Grants

PROPOSAL SOLICITATION AND APPLICATION

Coastal Conservancy

bay restoration commission
STEWARDS OF SANTA MONICA BAY

Santa Monica Bay Restoration Grant Program

ANNOUNCEMENT

The California State Coastal Conservancy (Conservancy) and the Santa Monica Bay Restoration Commission (SMBRC) announce the availability of grant funds for projects that advance the goals and priorities of the Santa Monica Bay Restoration Plan (BRP). Grant funding is made available by Proposition 12, the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (Prop 12), which allocated to the Conservancy $25 million for the restoration of Santa Monica Bay (SMB). Prop 12 provides for the Conservancy to use the SMB funds for grants to public agencies and non-profits to implement storm water and urban runoff pollution prevention programs, habitat restoration, and other priority actions specified in the BRP. The SMBRC establishes project eligibility and priority criteria.

SMBRC staff and Conservancy staff will work together on a coordinated grant award process to award the remaining Prop 12 funds for the SMB, approximately $6.9 million. Applications will be accepted and evaluated on a rolling basis. SMBRC staff will review each application. If SMBRC staff determine that the projects meets the SMBRC eligibility and priority criteria, the staff will recommend that the Conservancy award a grant. The Conservancy staff will review each application recommended by SMBRC. If the application meets the Conservancy's eligibility and priority criteria, it will recommend that the Conservancy award a grant. This process will continue until the Conservancy has awarded all remaining grant funds. Grantees must be ready and able to complete projects by March 2022. The eligibility and priority criteria and additional information about the grant award process are below. The grant application is attached.

ELIGIBILITY AND PRIORITY CRITERIA

ELIGIBLE GRANTEES

Government agencies (including federal, state, local, special districts, federally-recognized tribes) and certain nonprofit organizations are eligible for funding. To be eligible, a nonprofit organization must qualify under the provisions of Section 501(c)(3) of the Internal Revenue Code, and its articles of incorporation must demonstrate that the organization's purposes are consistent with Division 21 of the Public Resources Code, the Coastal Conservancy's enabling legislation.

PROJECT ELIGIBILITY

Projects must be consistent with the purposes of the funding source. Prop 12 provides for the Conservancy to use the SMB funds for grants to implement storm water and urban runoff pollution prevention programs, habitat restoration, and other priority actions specified in the BRP and for the SMBRC to determine project eleigibility criteria. The SMBRC has determined that eligible projects must meet one or more of the goals and objectives of the BRP.

The Coastal Conservancy may fund property acquisition and project planning, design, and/or construction in accordance with Division 21 of the Public Resources Code. Regional planning, research, monitoring, and assessments will generally be considered only when directly tied to the furtherance of on-the-ground projects. Projects should meet the goals and objectives in the

Conservancy's **Strategic Plan**. In addition, project applications should provide information that will enable consideration of any applicable criteria specified in the Project Selection Criteria and Guidelines established by the Conservancy's board.

PROJECT LOCATION

All projects must be located within and provide beneficial impacts to the water quality, natural resources, or human benefits and values of the Santa Monica Bay and its watersheds.

CONSERVANCY PROJECT SELECTION CRITERIA

The Conservancy has adopted Project Selection Criteria, last updated in October 2014, which set forth the evaluation criteria that the Conservancy uses for all of its grant programs. To be eligible for Conservancy funding, a project must meet the Conservancy's required project selection criteria:

- Promotion of the Conservancy's statutory programs and purposes (Division 21 of the Public Resources Code);

- Consistency with purposes of the funding source;

- Promotion and implementation of state plans and policies;

- Support from the public;

- Location (must benefit coastal, ocean resources);

- Need (desired project or result will not occur without Conservancy participation);

- Greater-than-local interest;

- Sea level rise vulnerability. (Consistent with Executive Order S-13-08, for new projects located in areas vulnerable to future sea level rise, planning shall consider a range of sea level rise scenarios in order to assess project vulnerability and, to the extent feasible, reduce expected risks and increase resiliency to sea level rise.)

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.

PRIORITY CRITERIA

The SMBRC establishes grant priority criteria for the Prop 12 SMB funds and has determined that multi-benefit projects that advance the goals and objectives of the BRP are priority projects for grant funding.

GRANT PROCESS

SOLICITATION PERIOD

Proposals will be accepted on a rolling basis until all available funds have been allocated. The grant application info and materials are posted on the Conservancy's website at http://scc.ca.gov/grants/smb-grants/.

GRANT AMOUNTS

There is no established minimum grant amount. The maximum will depend on the amount of available funds remaining at the time of the application. SMBRC staff and Conservancy staff will base the recommended size of the grant on each project's needs, its overall benefits, and on the extent of competing demands for available funds.
Prop 12 does not require matching funds, however, the Conservancy and SMBRC seek to leverage Prop 12 funds and therefore strongly encourage applicants to secure matching funds in the form of cash or in-kind contributions.

GRANT APPLICATION

The grant application is attached. Complete applications should be submitted via email to smbgrants@scc.ca.gov.

Email attachments, including photos and maps, should not exceed 10MB total. Relevant photos and maps should demonstrate the location, context, and proposed outcomes of the project.

If you are unable to email the application, please contact us to discuss alternate ways to submit your electronic files. Please note: 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.

PROJECT REVIEW

Grant applications will be initially reviewed for completeness and for eligibility under Prop 12, SMBRC and Conservancy eligibility criteria, as stated above. SMBRC staff will evaluate each eligible proposal based on how likely the proposed project is to advance the goals and objectives of the BRP, whether the project is a multi-benefit project, and whether the grantee is ready and able to complete the project by March 2022.

Applicants may be contacted to provide additional information during the review process. Additionally, Conservancy and SMBRC staff may request a site visit to assist in the evaluation of a project.

GRANT AWARDS

SMBRC staff will make written funding recommendations to the Conservancy. The SMBRC will base the size of the recommended grant on each project's needs, its overall benefits, and on the extent

of competing demands for available funds. A grant can only be awarded upon Conservancy approval at a public meeting.

The Conservancy typically holds five 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 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 Santa Monica Bay Restoration Grant Program Guidelines.

QUESTIONS

Prospective applicants are welcome to consult with SMBRC and/or Conservancy staff prior to submitting applications. Please direct questions about the grant program and application process and potential projects to the staff listed below:

SMBRC Staff

Jack Topel: (626) 232-7128 / jtopel@waterboards.ca.gov

Conservancy Staff

Kara Kemmler: (805) 252-5272 / kara.kemmler@scc.ca.gov

ADDITIONAL INFO

FUND AVAILABILITY

Project funding will not be available until a grant agreement between the Conservancy and the grantee has been executed which will generally take two to three months following Conservancy approval of the grant award. The remaining balance of approximately $6.9 million of Prop 12 funds available for SMB restoration must be encumbered in executed grant agreements by June 30, 2020 and disbursed by June 30, 2022, after which the funds will no longer be available. Any funds unencumbered by June 30, 2020 will not be granted. Additionally, all funded projects must be completed by early Spring 2022; project costs not incurred by early Spring 2022 will not be reimbursed (the early Spring deadline is the minimum time needed for the Conservancy to be able to disburse funds by June 30).

TYPICAL GRANT AGREEMENT TERMS

Once the Conservancy has approved a grant award 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. Five copies of the Grant Agreement are sent to the grantee for signatures, and all five 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 Conservancy funding. To help prospective grantees understand the process, listed below are the typical requirements for receiving funds from the 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.

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.

Typical Conditions and Requirements of Conservancy Grants

- The Conservancy usually limits overhead to 15%.

- Expenses incurred before the Grant Agreement with the Conservancy is executed cannot typically be billed to the grant.

- 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 6 weeks between the time an invoice is received at the Conservancy and the payment is received by the grantee.

- Grantees are typically responsible for operation, maintenance and monitoring of completed projects for 20 years.

- Grants to nonprofit organizations for work on property not owned by the nonprofit require an agreement between the landowner, the nonprofit and the Conservancy to protect the public interest in the project.

All Conservancy grantees should expect to be audited by the State of California. Grantees must 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 requires nonprofit grantees to submit the Nonprofit Organization Pre-Award Questionnaire 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 Coastal Conservancy requires that all nonprofit organizations complete a pre-award questionnaire every two years. If your organization has submitted the questionnaire within 24 months, you may indicate that in your application.

Coastal Conservancy

Santa Monica Bay Restoration Grant Application

For your reference please use this link to our Grant Application Instructions

CONTACT INFO	
Organization*	
Contact Person	
Position/Title	
Phone	**Email**
Address	
Federal Tax ID #	

*Organization Type – If applicant qualifies as a 501(c)(3) organization, provide your IRS 501(c)(3) letter and Articles of Incorporation (AOI) as attachments to your completed **Non-Profit Questionnaire**. Note: Applicants who have submitted the Non-Profit Questionnaire in the past two years do not need to resubmit. Non-profits only need to submit the AOI and 501c3 letter once, unless they are updated.

PROJECT INFO

Project Name	
Summary	
Total Project Cost	**Amount Requested**
Start Date	**End Date**
Project Type (check all that apply)	☐ Planning ☐ Acquisition ☐ Implementation/Construction ☐ Access ☐ Water Quality ☐ Climate Change ☐ Habitat Conservation/Enhancement ☐ Urban Greening
Acres/Linear Feet	**APNs** (Acquisition Only)

LOCATION INFO

County		**Specific Location**	
Latitude		**Longitude**	
What point is represented by the lat/longs (eg., parking lot, center of site, etc):			
Is project in a Disadvantaged Community ? mapping tool: **https://gis.water.ca.gov/app/dacs/**	☐ Yes ☐ No ☐ Partially ☐ Adjacent/will benefit		

ELECTED OFFICIALS

Districts	Number(s)	Name(s)
State Assembly		
State Senate		
Congressional		

PROJECT DESCRIPTION

Complete each of the elements of the project description below with clear, but detailed answers.

1. **Need for the project.** Describe the specific problems, issues, or unserved 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. **Project Description.** Describe all of the major project components (i.e., what will actually be done to address the need and achieve the goals and objectives).

Willing Seller: Projects that include land acquisition must have a willing seller. If the project includes land acquisition, please describe the status and expected conclusion of landowner negotiations.

4. **Site Description.** Describe the project site or area, including site characteristics that are tied to the project objectives (i.e.: for acquisition of habitat, describe current vegetation assemblages, condition of habitats, known wildlife migration corridors, etc.). Include ownership and management information.

5. **Specific Tasks.** Identify the specific tasks that will be undertaken and the work that will be accomplished for each task.

#	Task Name	Description	Expected Completion Date
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

6. **Work Products.** List below the specific work products or other deliverables that the project will result in:

7. **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. For planning projects, do the plans include monitoring and measuring project success? Who will be responsible for funding and implementing ongoing management and monitoring?

8. **Applicant Capacity.** The applicant must demonstrate that it can adequately administer the grant and manage the project, and that its entire operating budget is not dependent upon the underlying grant. The applicant should address the following organizational capacity and expertise elements, including but not limited to:
   - Capacity to manage a state grant, including fiscal system and staff dedicated to financial operations;
   - Ability to address cash flow and how the applicant will handle the process of reimbursement payments;
   - Proof of qualified staff or contractors to carry out the project activities;
   - A record of success completing similar projects and the commitment to see the project to completion.
   - If applicant qualifies as a 501(c)(3) organization, provide your IRS 501(c)(3) letter and Articles of Incorporation as attachments to your completed **Non-Profit Questionnaire**. Note: Applicants who have submitted the Non-Profit Questionnaire in the past two years do not need to resubmit.

9. **Project History.** Provide a history of the project including how it was identified as a priority, organizations involved in development of the project, key steps that have already been completed, and any background information not provided in the project description. Is the project related to any previous or proposed Coastal Conservancy or SMBRC projects? If so, which ones and how are they related?

10. **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 10 MB. Project photos should be provided in jpg format.**
    - Digital file of the project footprint – Please send us a shapefile or .kmz file showing the project footprint. If you need help generating this file, please contact us.
    - 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

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. **Please do not include in-kind services or contributions in the table below.**

Task Number	Task	Coastal Conservancy	Other CA State Funds	Other Non-State Funds	Total Cost	Expected Completion Date
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
TOTAL						

Other Funds
Please list all of the sources of match funding described above. Please indicate if other funding sources have been secured or are pending (applied for but not yet awarded). **Please do not include in-kind services or contributions in the table below.**

Source	Amount ($)	Status - Secured / Applied for	State of CA Funds Y/N
TOTAL			

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.

Budget Justification
Please provide a brief narrative explanation of the budget that explains and justifies the costs. The purpose of the narrative is to provide background and detail to explain the costs in the budget, including the source of the estimates. The narrative should specify whether the budget includes administrative or indirect costs, and/or contingencies and those amounts of each. If the budget is based on an engineer's cost estimate, provide a copy of the estimate and specify how complete (i.e., what percent) is the design on which the estimate is based.

PROJECT INFORMATION

Questions 11-21 should be answered by all applicants. For questions 22-24, enter "not applicable" if the question does not pertain to your project.

11. **Santa Monica Bay Restoration Plan Goals and Objectives:** Please list the **Bay Restoration Plan** goals and objectives that apply to the proposed project and explain how the project will serve to advance each goal and objective.

12. **Multi-benefit Projects:** Please explain how the proposed project will provide multiple benefits.

13. **Environmental Review:** Projects funded by the Conservancy must be reviewed in accordance with the California Environmental Quality Act ("CEQA"). CEQA does not apply to projects that will not result in a direct or indirect change in 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." **NOTE – the Conservancy can not grant funding for construction or restoration projects without final CEQA documentation.**

    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 Neg Dec, 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. For more information on CEQA, visit: **http://ceres.ca.gov/topic/env_law/ceqa/flowchart/index.html**.

14. **Permits:** If this is an implementation project, please list permits the project will require and their respective status.

Name of permit(s)	Status (eg. acquired, pending, included in scope of proposal)	Date of permit, or expected date

15. **Wetland/Riparian Area Monitoring Plan:** Does the project involve the construction or restoration of a wetland or riparian area?

☐ No   ☐ Yes

If yes, and the project is awarded a Conservancy grant, please note that you will be required to conduct a baseline report utilizing the California Rapid Assessment Method (CRAM) within the year prior to the beginning of project construction, unless otherwise agreed upon in writing by the Conservancy and the grantee. (More information is available at http://www.cramwetlands.org/). You will also be required to provide a plan for Completion of Post-Construction CRAM Assessment, including a budget and timeline for the collection of at least one additional CRAM assessment following construction of the project and prior to the completion date of the grant agreement in order to document the change in wetland condition at the project site. Costs associated with CRAM assessment can be included in the proposed project budget.

16. **Consistency with 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 of the plan's goals, objectives, priority actions, etc. will be furthered by the project. Provide 1-3 sentences per relevant plan explaining how the project advances that 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 Aquatic Invasive Species Management Plan

☐ California Essential Habitat Connectivity Strategy for Conserving a Connected California

☐ State and Federal Species Recovery Plans (specify the plan)

☐ Habitat Conservation Plans/Natural Community Conservation Plans (specify the plan)

☐ California Coastal Sediment Management Master Plan

☐ Completing the California Coastal Trail

☐ Other relevant state or regional plan(s) (specify the plan):

17. **Consistency with Conservancy's 2018-2022 Strategic Plan:** Please list up to 3 of the most applicable Conservancy strategic plan goals and objectives that this project meets.

18. **Support:** List the public agencies, non-profit organizations, elected officials, and other entities and individuals that support the project. Describe involvement in the development of the project by communities impacted or benefited by the project. **Please do not include support letters.**

19. **Need:** 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?

20. **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/or natural resources (including listed species, identified high priority habitat, wildlife corridors, watersheds, and agricultural soils).

21. **Sea Level Rise Vulnerability:** If the project involves a site that is close to a shoreline (i.e. potentially flooded or eroded due to climate change), please identify vulnerabilities of the site in relation to flooding, erosion, and sea level rise/storm surges for the years 2050 and 2100 (assume 16 inches and 55 inches of sea level rise respectively). For reference, see the **State of California's Sea Level Rise Task Force Interim Guidance Document**. Describe any adaptive management approaches you have considered for addressing Sea Level Rise. Specify the expected lifespan or duration of the project.

ONLY AS APPLICABLE:

22. **Innovation:** Describe how the project is innovative. [Many kinds of innovation are possible - technical, environmental, design, economic, etc.]

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

24. **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 the 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 the 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?

GRANT APPLICATION CHECKLIST

A complete application will consist of the following files:

☐ Grant Application form

☐ Project maps and design plans (in one pdf file, 10 MB maximum size)

☐ Project photos (in jpg format)

☐ For Nonprofit Organizations, please submit a completed **Nonprofit Organization Pre-Award Questionnaire**, and the organization's 501(c)(3) letter and Articles of Incorporation. Note: Applicants who have submitted these documents in the past two years do not need to resubmit.

Complete applications should be submitted via email to **smbgrants@scc.ca.gov**.

Email attachments, including photos and maps, should not exceed 10MB total per email or the email may not be received. Relevant photos and maps should demonstrate the location, context, and proposed outcomes of the project.

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