



Proposition 68 Guidelines

San Francisco Bay Area Conservancy Program - Climate Adaptation Funds

("Prop 68 SF Bay Climate Funds")

I. Introduction

A. The San Francisco Bay Area Conservancy Program of the Coastal Conservancy

The State Coastal Conservancy ("Conservancy") is a state agency, established in 1976, that works proactively with local communities to implement multi-benefit projects that protect and enhance coastal resources. Under its statutory authority to address climate change, the Conservancy established a Climate Ready Program, which is focused on supporting planning, project implementation, technical assistance, and multi-agency coordination to advance actions that will increase the resilience of coastal communities and ecosystems.

The San Francisco Bay Area Conservancy Program was added to the Conservancy's enabling legislation in 1997 to address resource and recreational goals within the entire nine-county San Francisco Bay Area. The San Francisco Bay Area Conservancy Program has four major goals: 1) improving public access; 2) conserving and enhancing habitat and open space resources of regional importance; 3) implementing policies of the Coastal Act, San Francisco Bay Plan, and other adopted plans; and 4) providing recreational and educational opportunities in open space and natural areas accessible to urban populations.

The Conservancy provides technical assistance through its staff and provides grant funds to help develop and implement projects that achieve its goals.

B. Proposition 68, San Francisco Bay Area Climate Funds

The [California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018](#) ("Prop 68") was approved by voters in June 2018 and is codified as Division 45 (beginning at section 8000) of the Public Resources Code. Prop 68 includes funding to assist coastal communities with adaptation to climate change, including \$14 million allocated to the San Francisco Bay Area Conservancy Program of the Coastal Conservancy ("Prop 68 SF Bay Climate Funds").

II. Prop 68 Guidelines for SF Bay Climate Funds

These guidelines explain the process and criteria that the Conservancy will use to solicit applications, evaluate proposals, and award grants with Prop 68 SF Bay Climate Funds. Proposition 68 requires the Conservancy to develop guidelines for Prop 68 SF Bay Climate Funds. The Conservancy has already adopted [guidelines](#) for most of the other funds allocated to it in Prop 68.

The Conservancy is required to develop and adopt these project solicitation and evaluation guidelines and conduct three public meetings to consider public comments before finalizing the guidelines. The process is outlined below.

Guideline Development Process

Schedule

Post draft Prop 68 SF Bay Climate Fund guidelines on the Conservancy's website http://scc.ca.gov	April 16, 2019
Conduct three public meetings to hear public comments	
State Capitol, Room 126 1315 10th St. Sacramento, CA 95814	1:30 pm May 16, 2019
Redwood City Public Library, Community Room 1044 Middlefield Road, Redwood City, CA 94063)	1:00 pm June 6 th , 2019
Elihu M. Harris State of California Office Building 1515 Clay Street, 10 th Floor, Oakland, CA 94612	1:00 pm June 27 th , 2019
Written comments should be emailed to grants@scc.ca.gov	Due: July 19, 2019
Revised guidelines posted at http://scc.ca.gov	August 14, 2019
Adopt final solicitation and evaluation guidelines at Coastal Conservancy Public meeting Bay Model Visitor Center – Multi-Purpose Room 2100 Bridgeway, Sausalito, CA 94965	August 22, 2019

III. Project Priorities and Eligibility

All projects funded by the Conservancy with Prop 68 SF Bay Climate Funds must help achieve the goals of the Conservancy's Climate Ready Program and the San Francisco Bay Area Conservancy Program. In addition, all projects must be consistent with the [Conservancy's enabling legislation](#), [selection criteria](#), [Strategic Plan](#), and with Prop 68 requirements.

A. Project Priorities for Prop 68 SF Bay Climate Funds

The priorities for the Prop 68 SF Bay Climate Funds will be to support projects to advance the goals of the San Francisco Bay Conservancy: 1) improving public access; 2) conserving and enhancing habitat and open space resources of regional importance; 3) implementing policies of the Coastal Act, San Francisco Bay Plan, and other adopted plans; and 4) providing recreational and educational opportunities in open space and natural areas accessible to urban populations. Projects also need to achieve one or more of the purposes of the Climate Ready Program:

- Improve a community’s ability to adapt to the unavoidable impacts of climate change, including sea level rise, extreme heat, wildfire, drought and flooding.
- Use nature-based climate adaptation that provide co-benefits for people, wildlife, and the economy.
- Address the needs of low-income and other underserved coastal populations that will be highly impacted by climate change.
- Promote on-the-ground demonstration projects that implement innovative approaches or enhance understanding of effective coastal management strategies and will potentially lead to broader change to policies, regulations, or to duplicating the effort elsewhere.
- Promote collaboration among various stakeholders and multiple sectors. Establish and expand non-traditional alliances to accelerate effective problem-solving between and among public and private resource managers, scientists, and decision-makers.
- Reduce GHG emissions or enhance the ability of natural systems to sequester greenhouse gases.
- Incorporate outreach or educational component.

B. Diversity, Equity, Inclusion, and Benefits to Severely Disadvantaged Communities

Prop 68 directs agencies receiving funding, to the extent practicable, to “consider a range of actions” that derive from the *Presidential Memorandum – Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters*, January 12 2017.

These actions direct agencies to expand outreach efforts, build partnerships and improve programs to increase access by diverse populations. These actions are consistent with the Conservancy’s Strategic Plan which identifies Environmental Equity and Justice as one of the global drivers of our work. Consistent with these guidelines, the Conservancy will seek to undertake, and support grantees in undertaking, these actions:

- Conduct active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
- Mentor new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
- Create new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
- Expand the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.
- Develop or expand coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

Pursuant to Prop 68 requirements, the Conservancy will spend 15% of Prop 68 SF Bay Climate Funds on projects that serve severely disadvantaged communities (SDACS). An SDAC is defined as a community with a median household income less than 60% of the statewide average.

There are various online mapping tools that can be used to view SDACs, including this one: <http://www.parksforcalifornia.org/communities#>. Expenditures on projects serving SDACs will be tracked in the state bond expenditure database. For the purpose of Prop 68, the Conservancy will define serving a severely disadvantaged community to include projects that: (a) are located in an SDAC, (b) are located within 1 mile of an SDAC, or (c) provide direct benefits to SDAC residents, including: training and workforce education, job opportunities, recreational amenities, educational and recreational opportunities, increased resilience to climate change, reduced flooding, or reduced pollution burden.

C. Eligible Grantees

Government agencies, federally recognized tribes and certain nonprofit organizations are eligible for funding. To be eligible, a nonprofit organization must:

- Be approved by the IRS as tax-exempt under Section 501(c)(3) of the Internal Revenue Code.
- The organization's articles of incorporation must demonstrate that its purposes are consistent with Division 21 of the Public Resources Code, the Coastal Conservancy's enabling legislation; except that if the legislature amends Public Resources Code Section 31013 as proposed in Senate Bill 785 (2019, Stern, et al.), organizations will no longer need to satisfy this requirement.

D. Project Eligibility

To be eligible for Prop 68 SF Bay Climate Funds, projects must be located within one of the nine counties of the bay area.

All Prop 68 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. Capital assets are tangible physical property with a useful life of at least 15 years.

IV. SF Bay Climate Funds Grant Application & Award Process

A. Overview

To assist grantees, all grant applicants must submit a short pre-proposal grant application. Based on the review of the pre-proposal grant application, applicants may be invited to submit full proposal grant applications. The Conservancy will review only those full proposal grant applications that were submitted by invitation. All full proposal grant applications will be posted on the Conservancy website.

Open Solicitation Pre-Proposal Grant Application Process

For most Prop 68 SF Bay Climate Funds grants, the Conservancy will use an open solicitation process. Pre-proposal grant applications will be accepted on a rolling basis.

Periodic Requests for Proposals

The Conservancy may issue periodic Requests for Proposals to be funded with Prop 68 SF Bay Climate Funds, and will issue a Request for Proposals to open each open solicitation pre-proposal process. We do not intend for two parallel tracks (an open solicitation for pre-proposals and a Request for Proposals), but one method for granting out funds in which we release a Request for Proposals, and then accept pre-proposals on a rolling basis.

All Prop 68 SF Bay Climate grants must be authorized by the Conservancy at a public meeting. The Conservancy meets approximately 5 times a year in public meetings around the state.

B. Pre-Application Consultation and Technical Assistance

As described above, the Conservancy will use a pre-proposal grant application process. After Conservancy review of the pre-proposal, applicants that are not invited to submit a full proposal grant application may request consultation with Conservancy staff whether or not they are invited to submit a full proposal.

For projects that align well with the purposes of Prop 68 SF Bay Climate Funds and the Conservancy's Strategic Plan goals but are not sufficiently developed to be awarded a Conservancy grant, the Conservancy may provide technical assistance to assist applicants in further developing their project concepts. Technical assistance will be prioritized for projects that serve disadvantaged communities and severely disadvantaged communities.

C. Application Review and Evaluation

Grant application proposals will be reviewed against the scoring criteria below.

Criteria	Points
<p>The extent to which the project achieves the purposes and priorities of the Climate Ready Program, the Conservancy’s Project Selection Criteria, and the Conservancy’s Strategic Plan (which include the goals of the San Francisco Bay Area Conservancy Program).</p>	20
<p>The extent to which the project provides multiple benefits. Multiple benefits include (but are not limited to) the following:</p> <ul style="list-style-type: none"> • <i>Increases resilience to sea level rise in order to safeguard coastal communities from future risks from impacts of climate change,</i> • <i>Promotes on-the-ground demonstration projects that implement innovative approaches or enhance understanding of effective coastal management strategies and will potentially lead to broader change to policies, regulations, or to duplicating the effort elsewhere,</i> • <i>Promotes collaboration among various stakeholders and multiple sectors to advance climate change adaptation. Establishes or expands non-traditional alliances to accelerate effective problem-solving between and among public and private resource managers, scientists, and decision-makers,</i> • <i>Restores or protects ecosystem processes,</i> • <i>Provides educational opportunities,</i> • <i>Develops or expands coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.</i> 	5
<p>The extent to which the project benefits community(ies) who are disproportionately affected by climate impacts.</p>	10
<p>The extent to which the applicant demonstrates that project has meaningful and appropriate community outreach and engagement and that the project goals have community support, such as:</p> <ul style="list-style-type: none"> • <i>Conducts active, meaningful outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities,</i> • <i>Creates new partnerships with state, local, tribal, private, and nonprofit organizations,</i> • <i>Expands the use of multilingual and culturally appropriate materials in public communications and educational strategies,</i> • <i>Mentors new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.</i> 	10
<p>Whether the project is consistent with best available science. Examples could include:</p> <ul style="list-style-type: none"> • <i>Project employs best management practices as identified by a credible organization,</i> 	5

<ul style="list-style-type: none"> • <i>Project is based on existing planning document prepared with input from relevant technical experts or project was developed with input from relevant technical experts,</i> • <i>Applicant has consulted with relevant State and Federal agencies,</i> • <i>Scientific assumptions or underpinnings of project are explained in proposal.</i> 	
Project includes use of the California Conservation Corps or certified community conservation corps.	5
The extent to which the application includes a complete, reasonable, and well thought out proposed scope of work, budget, and schedule.	25
The extent to which the applicant demonstrates experience successfully implementing similar projects or demonstrates appropriate and necessary partnerships to complete the project.	10
The extent to which the project leverages the resources of private, federal, 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 5 points.	5
The extent to which the applicant demonstrates a clear and reasonable method for measuring and reporting the effectiveness of the project.	5

D. Grant Awards

Prop 68 SF Bay Climate grants must be authorized by the Conservancy at a public meeting. The Conservancy meets approximately 5 times a year in public meetings around the state.

Recommended grants will be posted on the Conservancy’s website at least 10 days prior to the public Conservancy meeting. The staff recommendation to the Conservancy will document how the project meets all of the required criteria included in these guidelines.

If the Conservancy authorizes a grant, the Conservancy and the grantee will enter into a contract referred to as the grant agreement. The agreement will include requirements of the grantee and information about how and when funds can be disbursed. To the extent practicable, the grant agreement may require grantees to comply with some of the provisions of Prop 68, including signage acknowledging Prop 68 funding and measurement of greenhouse gas emission reductions or carbon sequestration. The grantee must sign the grant agreement and comply with all of its conditions in order to receive funds.

V. Typical Grant Agreement Terms

Work under a Conservancy grant cannot be funded until a grant agreement is finalized which can take a few months. Close review of and compliance with the grant agreement is essential and is the grantee’s responsibility. Typical conditions of Conservancy grant agreements, include:

- The Conservancy usually limits use of funds for grantee overhead to 15% of the total grant amount.
- 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 the time the grantee receives the Conservancy funds. 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 required to maintain general liability, automobile, and other forms of insurance during the term of the grant agreement.
- Grantees are typically required to operate, maintain, and monitor completed projects for 20 years.
- Grants for work on property not owned by the grantee require an agreement between the landowner and the grantee, and in some cases the Conservancy, to protect the project. In some cases, the agreement may have to be recorded on title to the landowner's property.
- Federal tribes will be asked to sign a limited waiver of sovereign immunity when entering into a grant agreement with the Conservancy.

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 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 grant application proposal.