


# Environmental Enhancement and Mitigation Program



2018





Congratulations to last cycle's  
Environmental Enhancement  
and Mitigation Awardees!

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*Photos from 2017 Site Visits*

**Teresa**



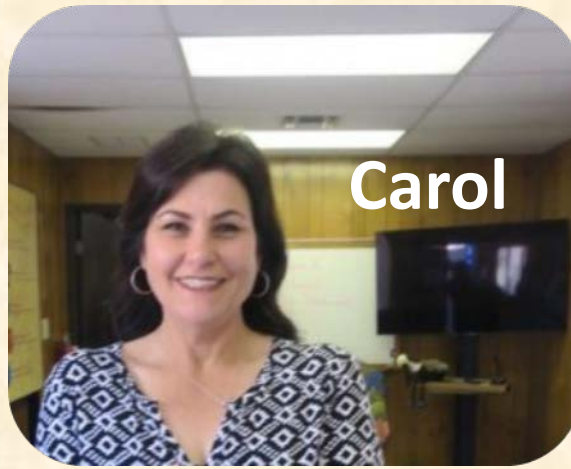
**Jocelyn**



**Evelyn**

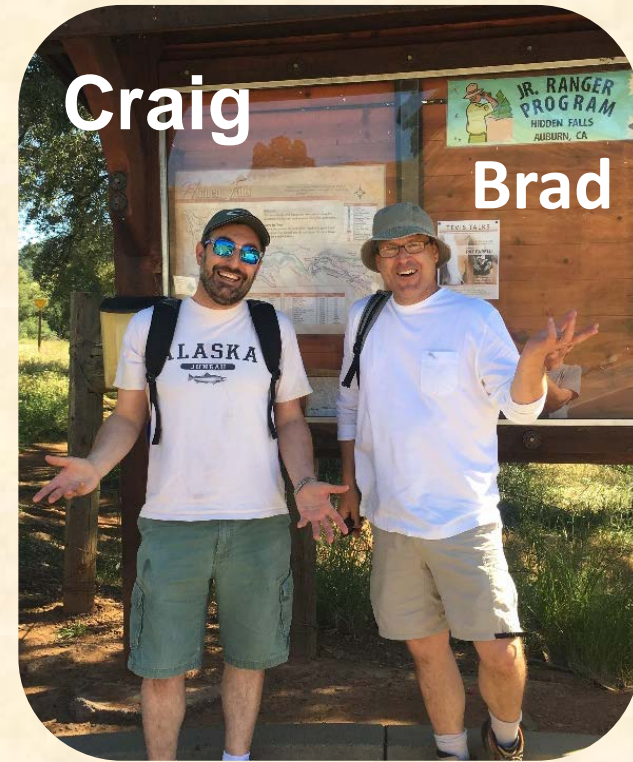


**Carol**



**Craig**

**Brad**



# Your Team

**Cristelle**



**Melissa**



**Stacey**



**Diane**



**Polly**



**Larelle**



# Environmental Enhancement and Mitigation Program

Purpose/Authority

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Eligible Applicants

Related Transportation Facility

General Criteria

Project Criteria

Project Categories

Application Submittal

Selection Process

Estimated Timeline

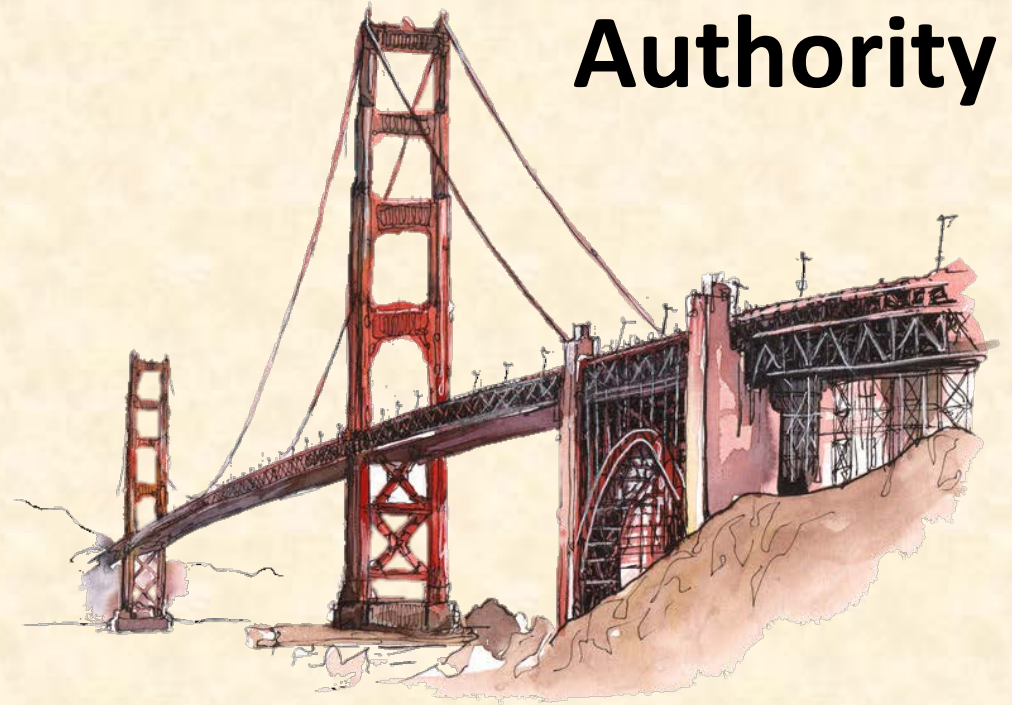




**\$6.7 million** each fiscal year for local assistance

Mailliard West Ranch  
Conservation Easement  
Acquisition Project

# Purpose and Authority



Grants to **local, state** and **federal** governmental agencies and to **nonprofit** organizations for projects to mitigate the environmental impacts caused by new or modified public transportation facilities.

# How much?

Grants for individual projects are generally limited to **\$500,000** each.

Up to **\$1,000,000** may be awarded for acquisition projects.

**Matching funds** are NOT required for EEM grants, however, leveraging other sources of funds can make your project more competitive.





# Eligible Applicants

- Partnerships are encouraged; however, only one agency may submit an application.
- **Development projects limited to 1 application per eligible applicant**

- Any **State, local, federal or 501(c)(3) non-profit entity** may apply for and receive grants.
- An attempt will be made to allocate 40 percent of the total amount recommended to projects in **northern counties** and 60 percent of the total amount recommended to projects in **southern counties**.



# Related Transportation Facility (RTF)

Every EEM project must mitigate the environmental impacts of the modification of an *existing* Transportation Facility, or the environmental impacts of the construction of a *new* Transportation Facility.

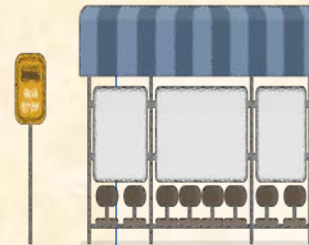
This facility is called the “**Related Transportation Facility**” or **RTF**, and includes:



Public Street or Highway



Mass Transit Guideway (trains, ports, light rail lines, bus lines, airports, etc.)



Accompanying Features (e.g. park and ride facilities, high-occupancy vehicle lanes, on-ramps, off-ramps, overpasses, transit stations, etc.)



# Related

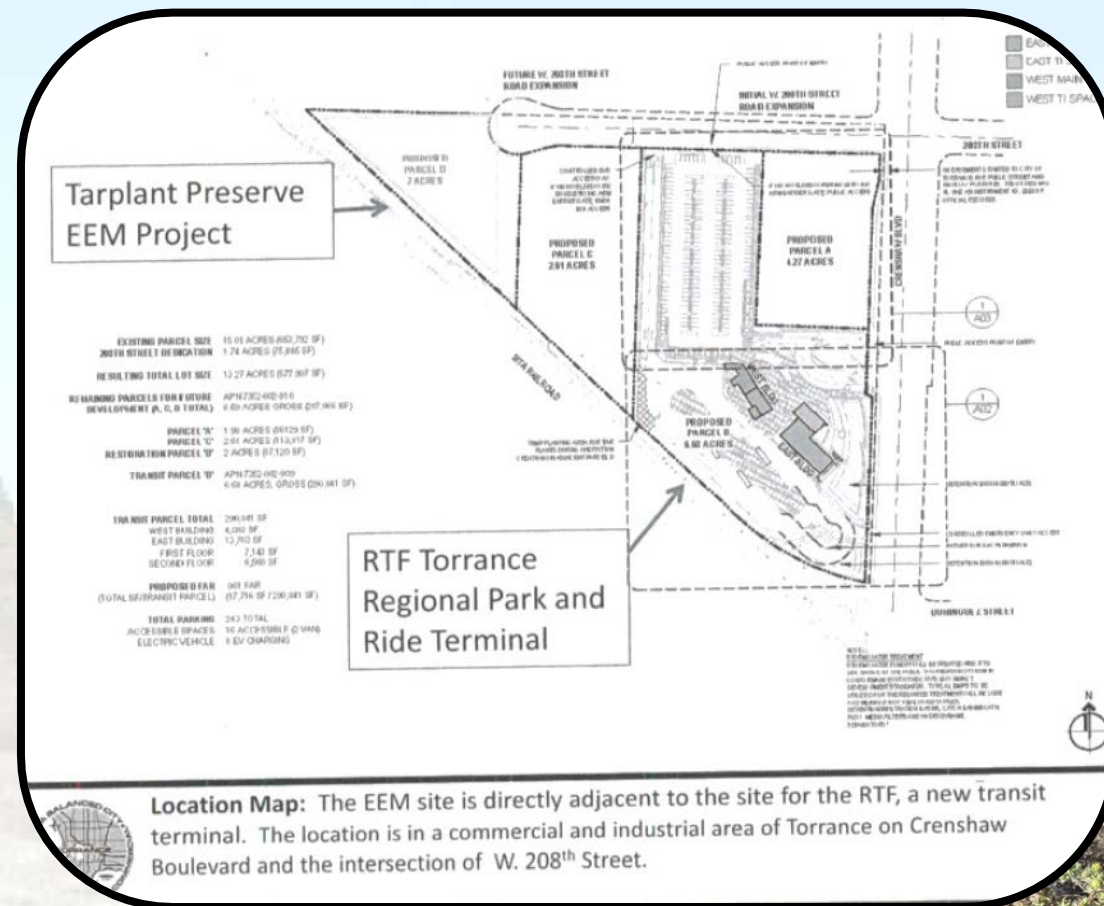
## Transportation Facility

Construction of the RTF must have begun after January 1, 1990; or

If not yet under construction, it must be included in

- An adopted State Transportation Improvement Program (STIP) ; or
- A locally adopted Regional Transportation Improvement Program; and
- a Certified Capital Outlay Program

**Environmental compliance (CEQA ) must be completed for the RTF at the time of application.**



Torrance  
Southern  
Tarplant  
Preserve

*The RTF must have an adverse impact on the environment so there is something to mitigate!*



# Related Transportation Facility

## The RTF cannot be

- Maintenance (pavement resurfacing, painting bridges, replanting)
- Mitigation (sound walls or bike lanes)

## Find eligible RTFs through your

- City or County Transportation Departments,
- Regional Transit Agencies,
- Metropolitan Transit Authorities,
- Councils of Local Governments,
- Metropolitan Planning Organizations or
- Caltrans District Office.



# Project Evaluation - General Criteria

Applicants establish the  
*need* for mitigation in  
the narrative:



Describe the RTF

Describe adverse environmental impacts

Explain what mitigation was required

Demonstrates connection between the RTF and EEM project



Runyon  
Canyon Park  
Addition

Coyote Point Eastern Promenade Rejuvenation Project



# General Criteria

Decrease in air and/or water pollution

Increase adaptability to climate change

**Multiple Benefits**

Reduce the consumption of natural resources and energy

Increase the reliability of local water supplies

# General Criteria

## Project Readiness & Organizational Capacity

Martin Slough  
Restoration  
Project



- Interagency relationships and blended jurisdictional responsibilities.

- Partnerships
- Fiscal Capacity
- Readiness



# EEM Project Criteria

Be different from the RTF.

Use State Design & Construction Standards.

Comply with labor codes and other applicable laws, regulations, licenses and permits.

Have completed CEQA

Be compatible with the RTF, and provide the necessary permissions if in or near the right-of-way.

Provide evidence that entity with jurisdiction is aware of the project and willing to work with applicant.



# EEM Project Criteria



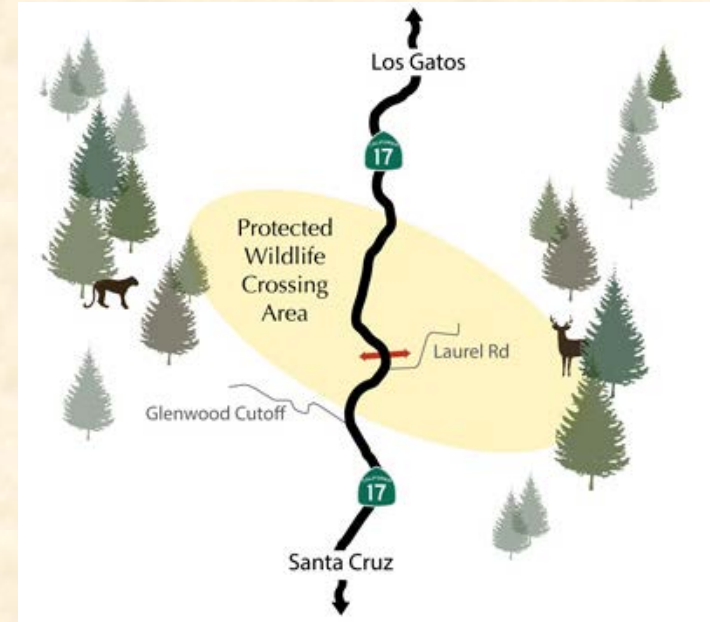
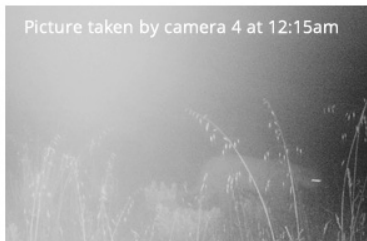
EEM project must mitigate the adverse environmental impact of the RTF – Directly *or* Indirectly.



## Direct

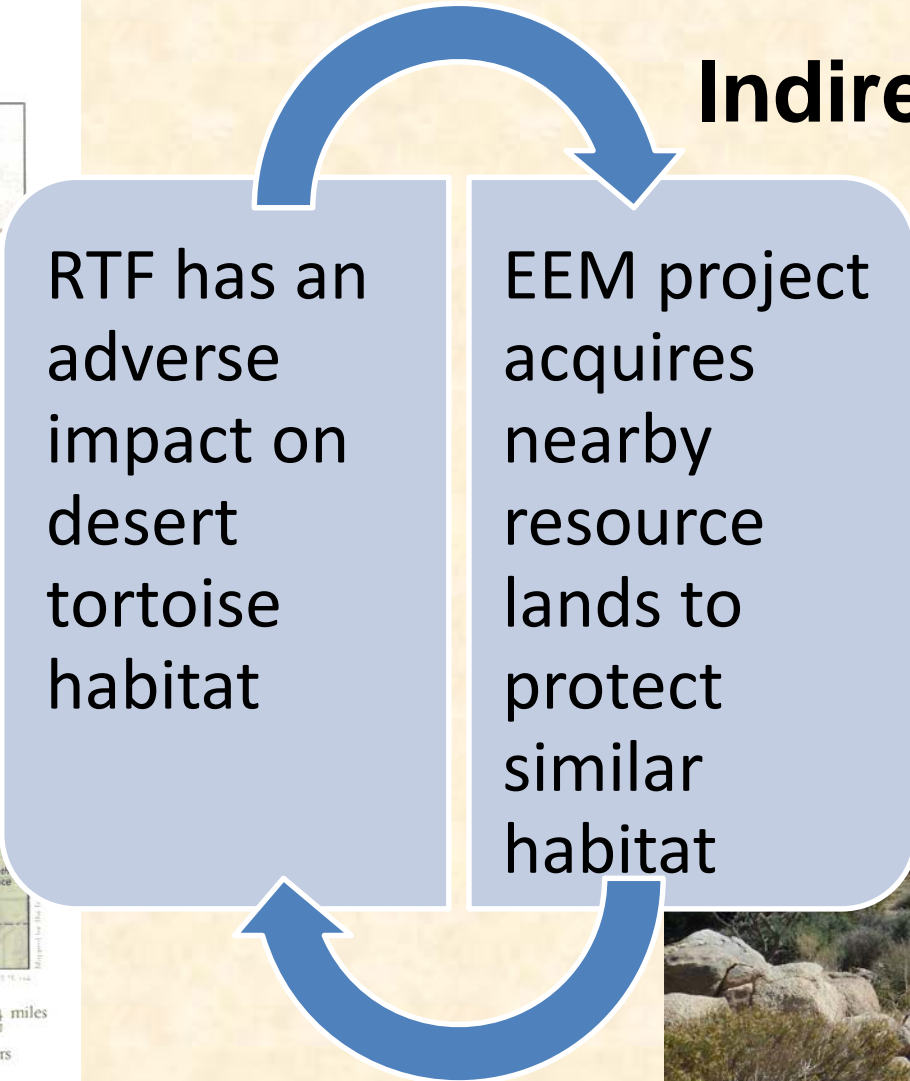
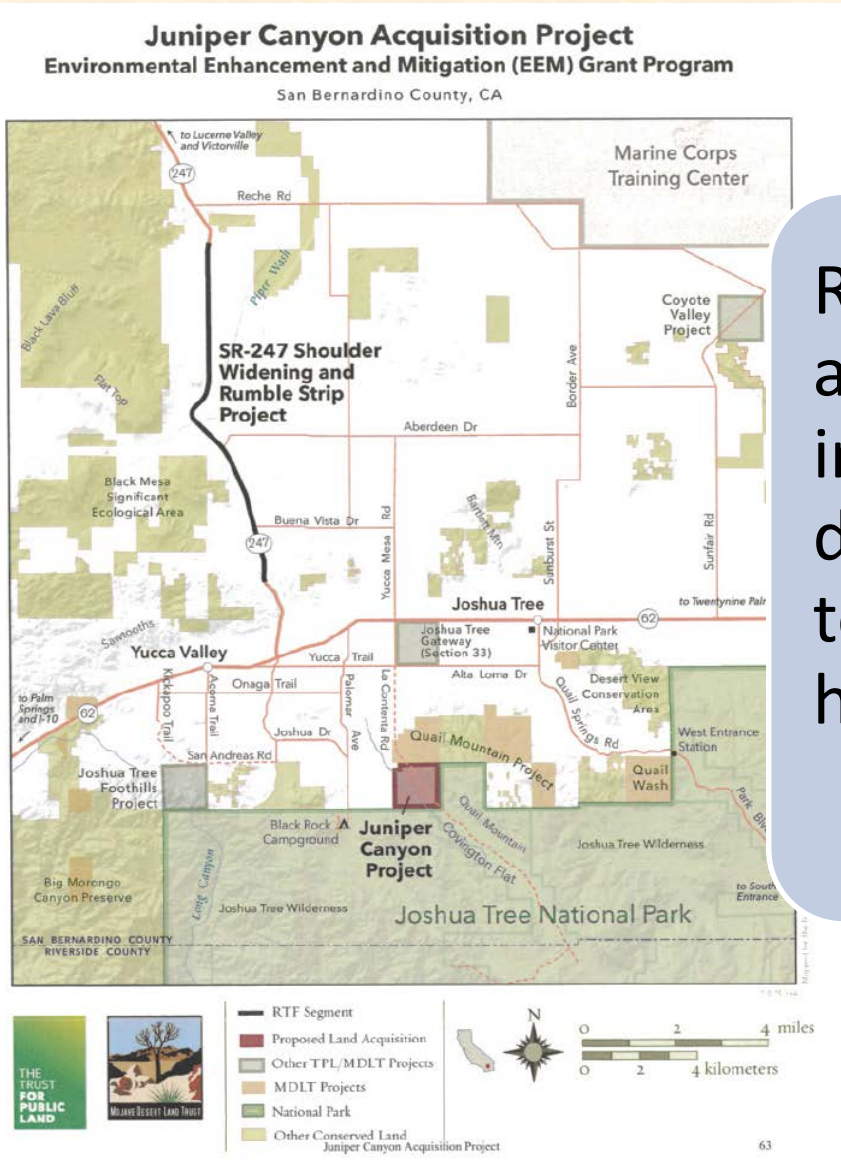
RTF has a  
adverse  
impact to  
wildlife  
corridor

EEM  
project  
acquires  
property  
for future  
wildlife  
tunnel



# EEM Project Criteria

EEM project must mitigate the adverse environmental impacts of the RTF – Directly or Indirectly.



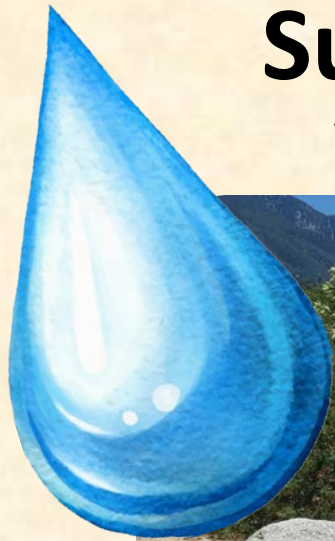
## Indirect





# Sustainability

## Water Use Efficiency



**Best Management Practices and strategies that increase water conservation should be identified and planned for in the application.**

- Successful projects promote and practice water conservation.
- Conservation activities include planting **native, drought-tolerant** and **low water use** vegetation, enabling groundwater **recharge** with bioswales, *detention basins* and permeable surfaces, using **recycled** water for irrigation, installing **raingardens** to mitigate stormwater runoff, etc.
- Comply with the Model Water Efficient Landscape Ordinance (MWELO) or local agency landscape water ordinance (if as strict or sticter)

# EEM Project Categories



**Urban Forestry** projects to offset vehicular emissions of carbon dioxide



**Resource Lands** projects to acquire or enhance resource lands to mitigate the loss of, or the detriment to, resource lands, lying within or near the right-of-way acquired for transportation improvements.

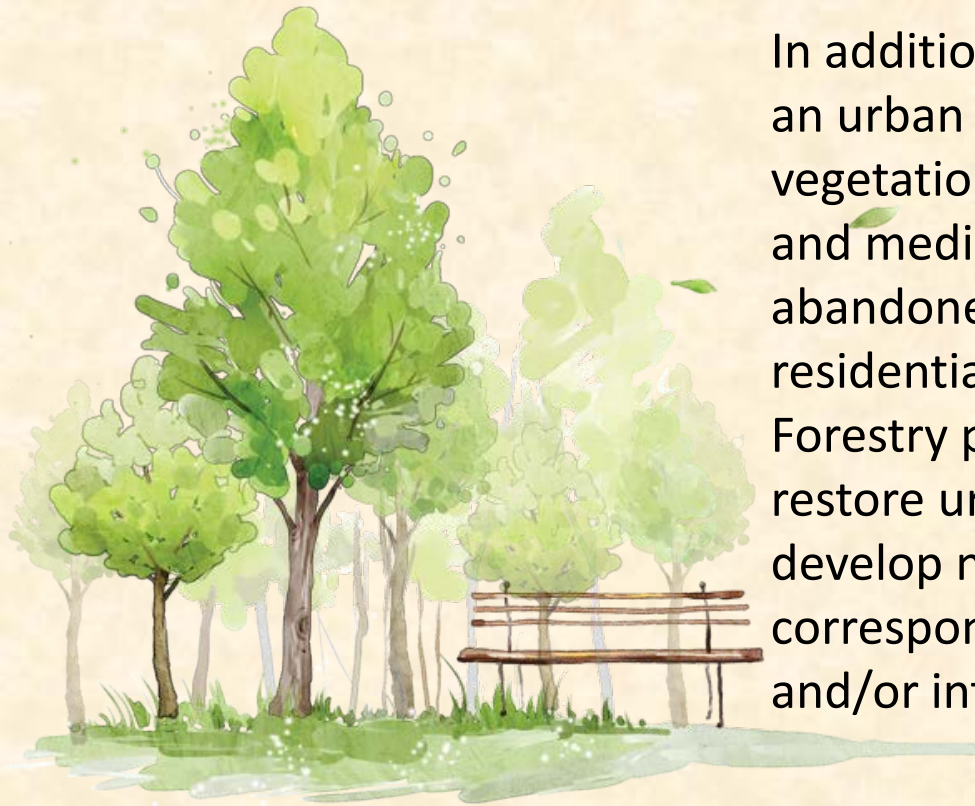


**Mitigation Projects Beyond the Scope of the Lead Agency** projects to mitigate the impact of the RTF where the mitigation or enhancement measures are beyond the scope of the lead agency's ability to effectuate.

# Urban Forestry (UF)

**Urban Forestry projects are designed to offset vehicular emissions of carbon dioxide through the planting of trees and other suitable plants.**

In addition to the tree canopy, an urban forest includes vegetation along urban streets and medians, in urban parks, abandoned sites, and residential areas. Urban Forestry projects may also restore urban creeks and develop nature trails with corresponding amenities and/or interpretive elements.



# Resource Lands (RL)

Resource Lands projects include the acquisition, restoration or enhancement of resource lands to mitigate the loss of, or the detriment to, resource lands lying within or near the right-of-way of the Related Transportation Facility.

Resource Lands may include but are not limited to natural areas such as inland wetlands, forests, oak woodlands, mountain meadows, creeks and streams with riparian or riverine fish or wildlife habitat, wildlife corridors and fish passages, coastal estuaries, grazing land and grasslands, among others.

**Before**



**After**



**Denmark Creek Fish Barrier Removal  
& Riparian Enhancement Project**



# Resource Lands

Cumulatively, Resource Lands projects address State-wide conservation issues, including:



Available water for fish and wildlife

Preservation of California's rich biodiversity

Climate change adaptation

Control of invasive species

Acquisition of the Cheatham Property



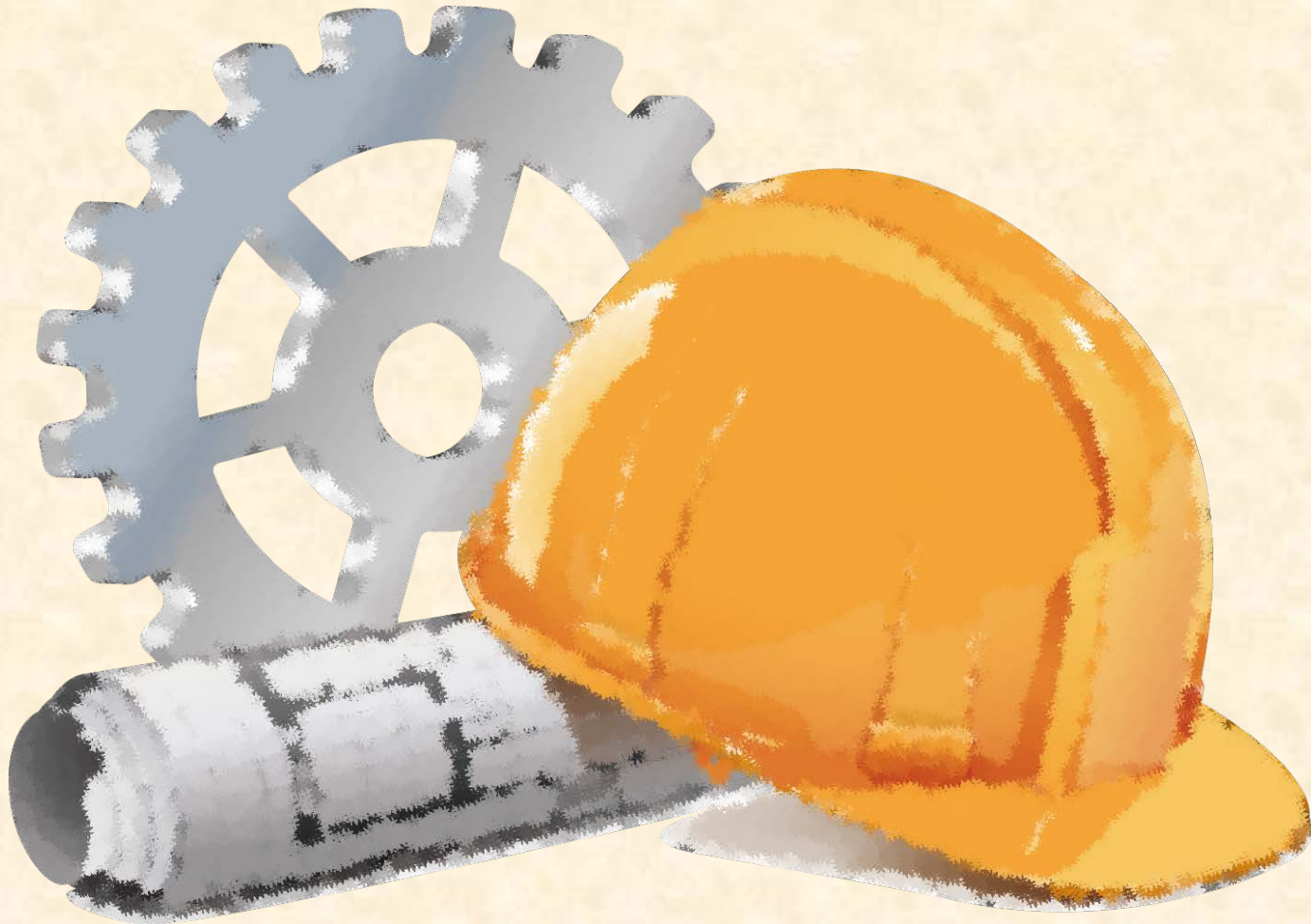
Protection of rare species

Protection of large landscape-level land holdings from conversion and fragmentation

Preservation of wildlife movement and migration corridors

Expanding public access to outdoor wildlife/nature-oriented recreation with trails, parks, fishing piers, and interpretive elements.

# Mitigation Projects Beyond the Scope of the Lead Agency (MP)



Projects to mitigate the impact of the RTF where the mitigation or enhancement measures are beyond the scope of the lead agency's ability to effectuate.

# Available Resources

- **Website –**

<http://resources.ca.gov/grants/environmental-enhancement-and-mitigation-eem/>

- **Grant Guidelines**

- **Feedback – (916) 653-2812**



# APPLICATION SUBMITTAL

## SOAR – System for Online Application Review

- Applications must be submitted through SOAR on this website: [www.soar.resources.ca.gov](http://www.soar.resources.ca.gov)
- Will need to create a SOAR user account
- Deadline to submit online is **5:00 pm on Wednesday, June 20, 2018**
- One original signed hardcopy and one copy must be postmarked by Friday, June 22, 2018





## **SOAR – System for Online Application Review**

- Answer all questions and print your completed submission through SOAR
- Upload all of your attachments
- Regularly click the Application Completion Check Button
- Save your work!



# APPLICATION SUBMITTAL

- **Related Transportation Facility (RTF) Form**
- **Letter from Lead Agency for RTF**
- **Resolution/Certification**
- **Site Control/O&M/Letters from Jurisdictional Entities**
- **Cost Estimate**
- **CEQA for EEM Project**
- **Site Plans**
- **Plant Palette/Letter from Certified Arborist, Registered Professional Forester or Landscape Architect (if project includes plantings)**
- **Purchase Option Agreement/Willing Seller Letter (if acquisition)**

**NOT A COMPLETE LIST**



# Related Transportation Facility (RTF) Form



## APPENDIX C- RELATED TRANSPORTATION FACILITY (RTF) FORM

### RELATED TRANSPORTATION FACILITY (RTF)

Transportation District      City      County      Route Number/Name

Location

Description of RTF

Name of Transportation Agency      Date Construction Began or Scheduled

Name of Approved/Certified Capital Outlay Program for RTF (if not started)

### ENVIRONMENTAL COMPLIANCE FOR RTF PROJECT (check type and status)

Type:    Exempt \_\_\_    Negative Declaration \_\_\_    Categorical Exemption \_\_\_    EIR \_\_\_

Status:    Complete \_\_\_    In Progress \_\_\_

What were the primary environmental impacts of the RTF? (max 25 words)

Describe the *required* environmental mitigation? (max 25 words)

Name of Lead Agency for RTF: \_\_\_\_\_

Application must include the Letter from the Lead Agency Responsible for the construction of the RTF. (APPENDIX F)

**APPENDIX F - LETTER FROM THE LEAD AGENCY  
Responsible for CONSTRUCTION OF Related Transportation Facility (RTF)**

*This letter is required with each EEM Project Application.*

**Instructions to the Lead Agency responsible for construction of the RTF:** The Environmental Enhancement and Mitigation (EEM) Program awards up to \$7 million each fiscal year for grants to mitigate the environmental impacts of modified or new public transportation facilities. Please provide a letter describing construction of a new Transportation Facility or modification/enhancement of an existing Transportation Facility.

Send this letter, on Lead Agency stationery, to the **Applicant** for inclusion in their application package prior to the **online submission deadline of 5:00 pm on Wednesday, June 21, 2017.**

Provide the following information about the RTF:

1. Describe the RTF construction or modification or planned construction or modification.
2. What is the location of the RTF?
3. When did the RTF construction or modification begin? When was it completed?
4. What type of Environmental Review was required?
5. When was the Environmental Review completed?
6. Provide State Clearinghouse Number
7. Was mitigation required? If so, please describe the type of habitat impacted and list the required mitigation
8. Have the environmental mitigation measures been started, or completed?
9. If the RTF is planned, what is the projected construction start date? Completion date?
10. What is the funding source for the RTF?

Provide the following information about the proposed EEM Project:

11. Name of the EEM Project
12. Is the EEM Project the required mitigation for the RTF? If yes, please describe how the project mitigates the impacts?
13. If Applicant is applying under Mitigation Projects Beyond the Scope of the Lead Agency (MP) Category, please provide a statement of concurrence explaining how the ability to effectuate the mitigation or enhancement measures are beyond the scope of the lead agency responsible for assessing the environmental impact of the proposed transportation improvement.
14. Is the proposed EEM project incompatible with the RTF? If so, does it interfere with the operation or safety of the RTF? (please explain.)
15. Does the proposed EEM project limit or interfere with planned or anticipated future improvements to the RTF? (If it interferes, please explain.)
16. Describe any concerns about the proposed EEM project (e.g., design, safety, tree density, other.)
17. Are you aware of another EEM project previously undertaken to mitigate the impact of this RTF? (If you have knowledge of the project, please explain.)
18. Do you have any knowledge why the Applicant wouldn't be able to complete this project?

**Please include:**

Signature of Transportation Agency Representative, Title, Date Signed  
Name of Transportation Agency  
Contact information (address, phone, email)

**This letter is purely informational and does not indicate support for the proposed EEM project. If the proposed EEM project is on property owned by the Lead Agency, a separate letter of permission must be provided.**

# Letter from the Lead Agency for the RTF



# Agency Eligibility



**Resolution**



**Certification Letter**



**IRS Determination Letter**



**ooh! ooh! ooh!  
pick me, pick me,  
pick me!!!**

# Site Control/Land Tenure

Hat Creek Restoration  
Project Expansion

- **Provide evidence of ownership OR**
- **Demonstrate from each property owner (including Caltrans, Utility, Railroad etc.) –**
  - **Evidence of an agreement including permission to develop the project and determining long term operations and maintenance responsibilities**
  - **Letter if encroachment permit is required**
  - **At a minimum - letter from property owners (application purposes only)**

# Cost Estimate for Development

- Details the project elements
- Helps to demonstrate readiness
- Shows at a glance: project categories and tasks
- 25% cap on non-construction
- 10% cap on contingency

## APPENDIX G - COST ESTIMATE FOR DEVELOPMENT PROJECTS

All cost elements should be clearly described in the project narrative. Add/delete elements and funding sources as needed.

PROJECT ELEMENT – (Examples)	UNIT Price	Unit of Measure	Quantity	Total Amount	EEM Grant	Funding Source (specify)	Funding Source (specify)	Funding Source (specify)
<b>NON-CONSTRUCTION (not to exceed 25% of grant)</b>	\$			\$	\$	\$	\$	\$
Direct Project Management & Administration								
Staff Time								
Technical Consultants								
Planning, Design & Permitting								
Staff Time								
Technical Consultants								
Permit Costs								
<b>Total Non-Construction: (not to exceed 25% of grant)</b>								
<b>CONSTRUCTION</b>								
Site Preparation								
Cleaning/Grubbing								
Grading								
Mobilization								
<b>Subtotal:</b>								
Materials								
Trees								
Trail								
Native Plants								
<b>Subtotal:</b>								
Other								
Hazard Insurance/Bond								
Inspections								
Signs & Interpretive Aids								
<b>Subtotal:</b>								
<b>Total Construction:</b>								
<b>Contingency (not to exceed 10% of grant)</b>								
<b>Grand Total</b>								

Task listing should be detailed and customized to fit your project application. Each funding source, whether in-kind or cash should have its own column. Specify both funding source and whether in-kind or cash in each column heading. The EEM grant funded tasks should not be split with tasks funded by other Funding Sources. The unit price multiplied by the quantity equals the Total Amount column. The EEM Grant and Other Funding Sources should also sum to the Total Amount column.



# Cost Estimate for Land Acquisitions



## APPENDIX H - COST ESTIMATE FOR LAND ACQUISITIONS (Please complete one form for each separate escrow)

Project Title:					
Assessor's Parcel Number(s)	Acreage	Indicate Fee or Easement	Willing Seller Name and Address		
ACQUISITION COST ESTIMATE					
	Total Costs	EEM Grant	Other Funding Source (Name)	Other Funding Source (Name)	Other Funding Source (Name)
Estimated Fair Market Value of property					
Relocation Costs					
Preliminary Title Reports, Appraisal					
Escrow Fees, Title Insurance, Closing Costs.					
Surveying (limited to boundary line adjustment)					
Direct costs (staff and consultants – limited to \$10,000 per grant)					
State approval of appraisal, transaction review, etc. (Recommend budgeting \$10,000)	\$10,000				
Contingency (not to exceed 10% of total grant)					
Funding Acknowledgement Sign - (Appendix Q) (Required)					
7. Other (specify)					
<b>Grand Total</b>					

Acquisition Schedule*	Completed By
Complete Appraisal	
Submit appraisal, purchase docs and title report to State	
Open Escrow & Request Advance into Escrow	
Submit instruments of conveyance	
Close escrow (submit final closing documents to State)	
Install Bond Acknowledgement Sign	
Close-out	

\*Grantee should submit evidence of progress on the acquisition within 6 months of grant execution.

- Shows all funding sources
- Assessors' parcel numbers
- Acreage
- Fee or Easement?
- Budget \$10,000 for DGS Review



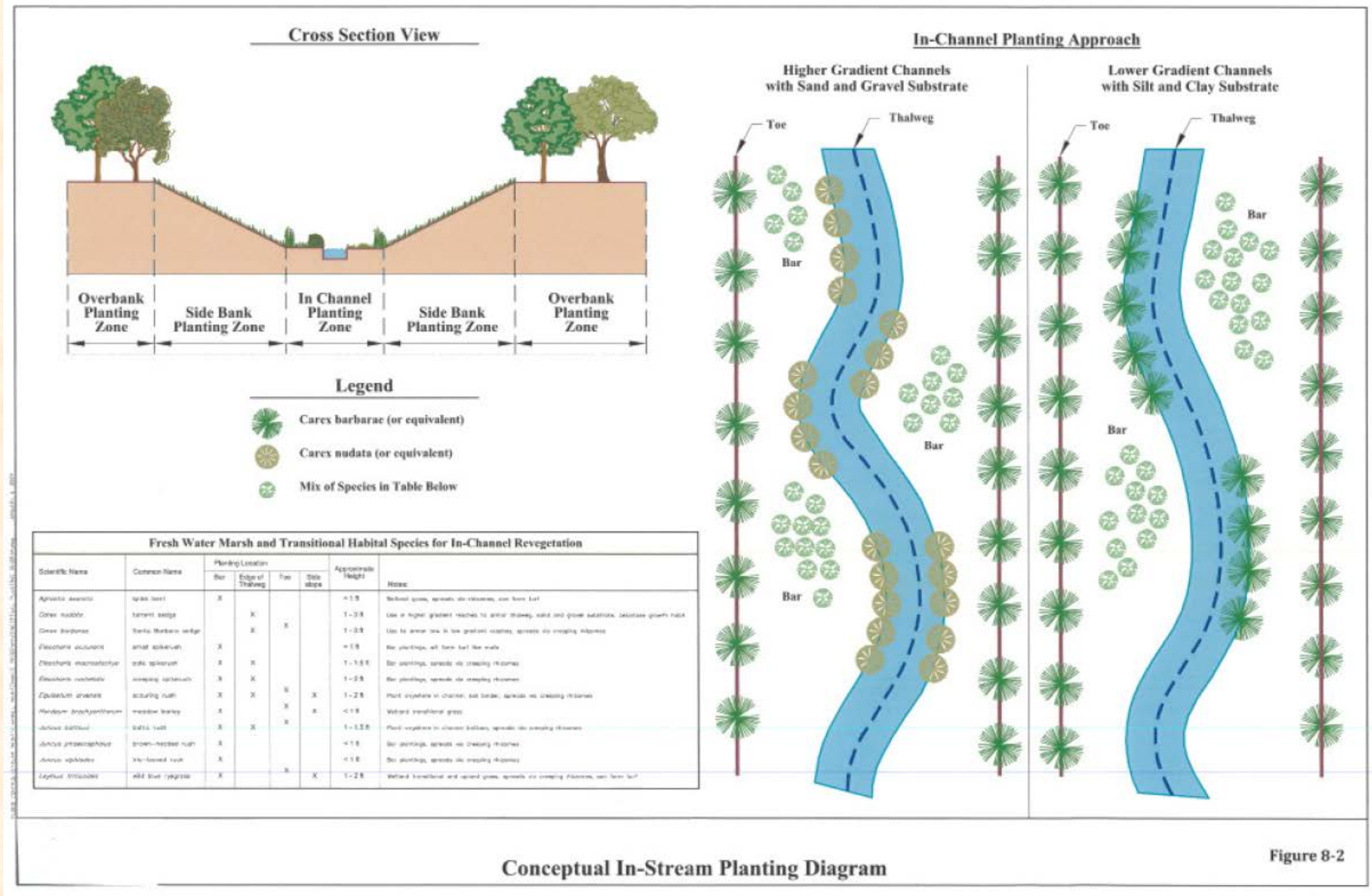
# Environmental Review for EEM Project

- Notice of Exemption
- Notice of Determination and copy of Negative Declaration/Mitigated Negative Declaration/Final Environmental Impact Report and Initial Study
- Must be filed and stamped by County Clerks Office
- Must be submitted with the application.



# Site Plan

- Provide sufficient detail and clarity to allow reviewers to visualize the Project
- Clearly display and identify proposed project components



# Plant Palette

- Plant selection must be appropriate for your specific project, site and climate zone
- Native, drought tolerant and low water use
- Letter from Certified Arborist, Registered Professional Forester or Landscape Architect

# PURCHASE AGREEMENT/ WILLING SELLER LETTER



- Willing Participant
- Willing to Enter Negotiations
- Willing to sell for no more than Fair Market Value
- Cannot substitute another property

## APPENDIX L - WILLING SELLER LETTER (Acquisition Projects Only)

In lieu of a purchase option agreement if not executed, acquisition application packages must include willing seller letters from **each person on the title**. The letter must include the following information and be signed and dated from the legal owner(s) of each parcel to be acquired.

### (Sample -- Willing Seller Letter)

Date:

To: California Natural Resources Agency  
Environmental Enhancement and Mitigation (EEM) Grant Program

From: Name(s) of Legal Owner (*Trust, etc.*)  
Address of Legal Owner(s)

Re: Parcel number(s):  
County:  
Property Address:

To Whom It May Concern:

This letter is provided to confirm that (*name of owner, trust, etc.*), owner of the above referenced property, is a willing participant in the proposed real property transaction. Should grant funds be awarded to the grant Applicant (*name of grant Applicant*), then (*name of owner, trust, etc.*), as Seller, is willing to enter into negotiations for the sale of the real property for a purchase price at or below fair market value.

Acknowledged:

\_\_\_\_\_  
*Signature of land owner*

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

\_\_\_\_\_  
*Signature of land owner*

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

\_\_\_\_\_  
*Signature of land owner*

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

# Cohesion of Application Package



- Project Description
- One Page Summary
- General Criteria
- Project Criteria
- CEQA
- Site Plan
- Site Control/Land Tenure Documents
- Cost Estimate
- Timeline

Please be consistent and use the same terminology for the same items throughout the application.

## **Clear**

- What, why, & how much
- Clear nexus to program requirements

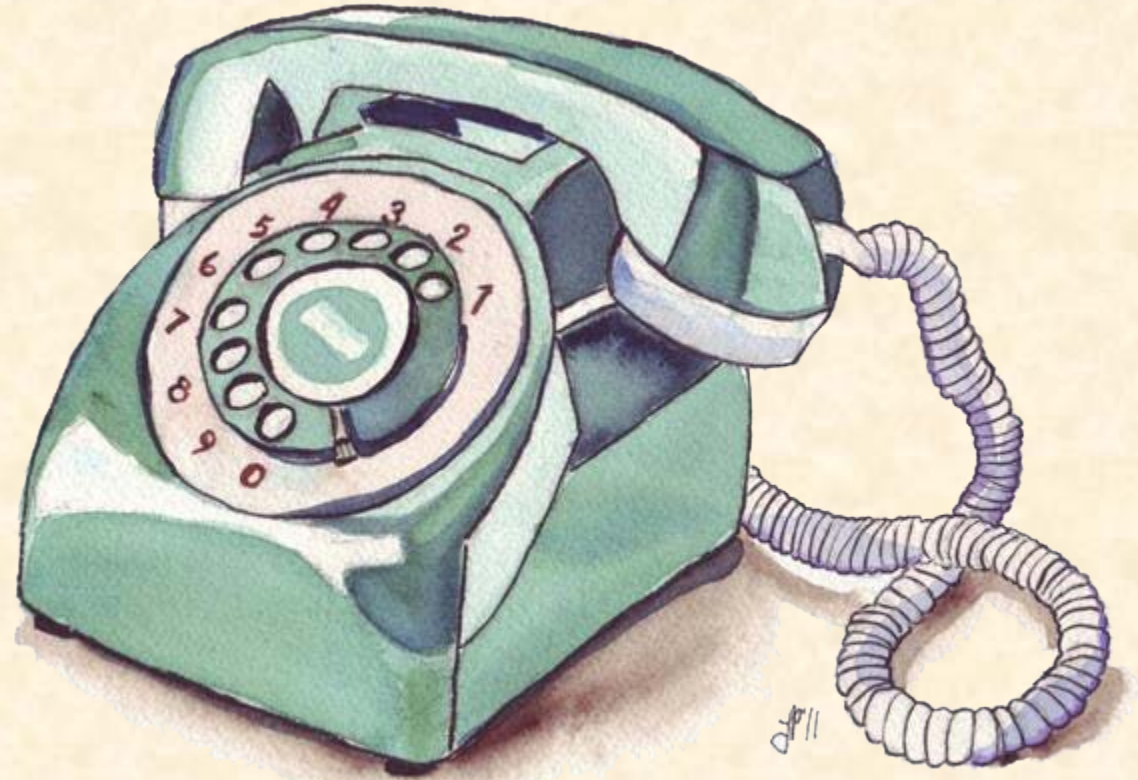
## **Concise**

- Be deliberate

## **Complete**

- Compare the documents submitted to the checklist provided.

**CALL US!**



# Final Tips

- **Cold Read**
- **Multiple Benefits**
- **Contact Changes**
- **Call with Questions**



# Selection Process

IT  
ALWAYS  
SEEMS  
IMPOSSIBLE  
UNTIL  
IT'S DONE

Nelson Mandela

## *Competitive Process –*

- 1) Review for completeness and initial eligibility
- 2) In-depth review for eligibility and competitiveness
- 3) Site visits for select projects
- 4) Final evaluation/recommendations to Agency Secretary
- 5) Recommendations to the California Transportation Commission
- 6) Funding awards announced



# Anticipated Timeline

April 23 – May 15, 2018

Technical Assistance Workshops

Now – Submission

Technical Assistance Available

Now – May 21, 2018

One-Page Concept Proposal (Optional)

June 20, 2018

Applications must be submitted electronically to SOAR by 5 PM

June 22, 2018

Hard copy applications must be mailed (postmarked)

June 2018 – Dec. 2018

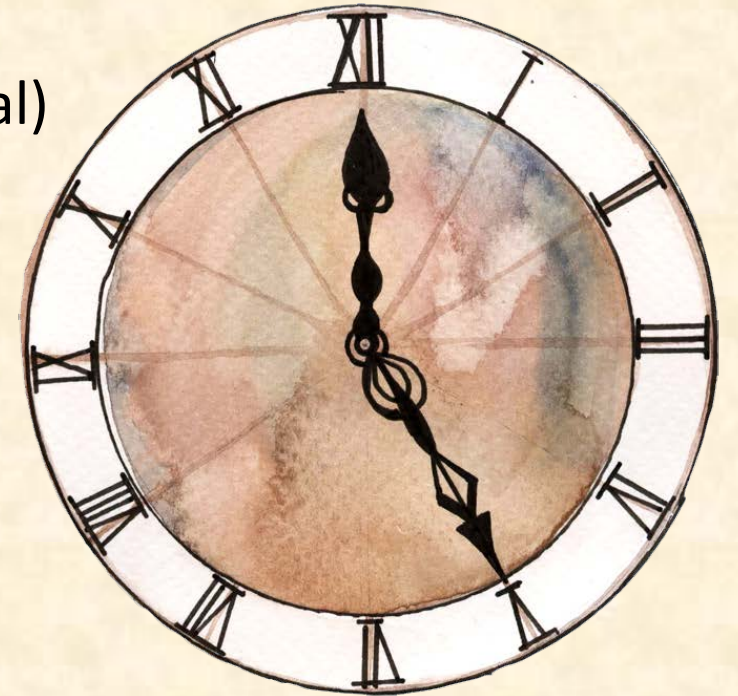
Application review and site visits

January 2019

Recommendations finalized

March 2019

CTC Awards Grants from Agency's List and Awards Announced





## Contact Information

California Natural Resources Agency

1416 Ninth Street, Suite 1311

Sacramento, CA 95814

Program Assistance: (916) 653-2812 [eemcoordinator@resources.ca.gov](mailto:eemcoordinator@resources.ca.gov)

SOAR Helpdesk: (916) 653-6138 [SOAR.ADMIN@resources.ca.gov](mailto:SOAR.ADMIN@resources.ca.gov)

<http://resources.ca.gov/grants/environmental-enhancement-and-mitigation-eem/>