

**CULTURAL, COMMUNITY AND NATURAL
RESOURCES GRANT PROGRAM**

**PROPOSTION 68
GRANT GUIDELINES & APPLICATION**



**STATE OF CALIFORNIA
NATURAL RESOURCES AGENCY**

SEPTEMBER 2018



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PUBLIC COMMENT MEETINGS

SACRAMENTO

October 29, 2018

9:30 am

Resources Building
1416 Ninth Street
Redwood Room #1404-7
Sacramento, CA 95814

<https://www.cityofsacramento.org/Public-Works/Parking-Services>

WEBCAST

October 29, 2018

9:30 am

See webcast information at:
<http://resources.ca.gov/grants/CCNR/>

GLENDALE

November 1, 2018

1:00 pm

Pacific Community Center
501 S. Pacific Avenue
Sycamore Room (2nd Floor)
Glendale, CA 91204

Free onsite parking

MADERA

November 5, 2018

1:00 pm

Frank A. Bergon Senior Center
238 South D Street
Madera, CA 93638

Free onsite parking

FOR MATERIAL PLANNING PURPOSES, RSVPs ARE APPRECIATED.

RSVP AT THE FOLLOWING LINK:

<https://goo.gl/forms/R0KdQxd2aSxc6zLx2>

OR BY CALLING OR EMAILING

(916) 653-2812

bondsandgrants@resources.ca.gov

These Guidelines include information to assist Applicants in preparing an application for funding. Please read them in their entirety for important information on project eligibility, evaluation criteria and submission requirements.

For general application process questions, contact the California Natural Resources Agency at:

Phone: (916) 653-2812

Email: bondsandgrants@resources.ca.gov

Website: www.resources.ca.gov/grants

HOW TO SUBMIT

This grant program includes a two-step application process:

- 1) Submit concept proposal (required)
- 2) Submit full application (by invitation only)

Both concept proposals and full applications must be submitted through the California Natural Resources Agency's System for Online Application Review (SOAR), which can be found at: <https://soar.resources.ca.gov>.

To access SOAR, Applicants must create a user account. A detailed SOAR user manual is located on the California Natural Resources Agency's website at <http://resources.ca.gov/grants/>.

***Note:** SOAR is not compatible with Mac computers or the Mozilla Firefox web browser. SOAR works best on a PC using Internet Explorer.

SOAR SYSTEM QUESTIONS

For technical assistance with SOAR, please call or e-mail the SOAR help desk.

Hours: 8:00 am to 4:00 pm M-F

Phone: (916) 653-6138

Email: soar.admin@resources.ca.gov

When contacting the SOAR help desk, please provide the following:

- Proposal Identification Number (PIN) assigned to the application
- Name of the Grant Program
- Short description of the problem, including where it is occurring within the application
- A screen shot of the error received, if applicable.

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INTRODUCTION

California voters passed the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 (Proposition 68) on June 5, 2018. Proposition 68 authorized the Legislature to appropriate \$40 million to the California Natural Resources Agency (the “State”) for competitive grants that protect, restore, and enhance California’s cultural, community and natural resources.

It is the intent of the people of California that projects funded by Proposition 68 result in public benefits addressing the most critical statewide needs and priorities for public funding as well as improve a community’s ability to adapt to the unavoidable impacts of climate change; improve and protect coastal and rural economies, agricultural viability, wildlife corridors or habitat; develop future recreational opportunities; or enhance drought tolerance, landscape resilience, and water retention.

Maximum Awards

There are no maximum or minimum grant amounts.

STATUTORY REQUIREMENTS

Eligible Applicants

Eligible applicants include local agencies, nonprofit organizations, non-governmental land conservation organizations, federally recognized Native American tribes, or non-federally recognized California Native American tribes listed on the California Tribal Consultation List maintained by the Native American Heritage Commission.

Eligible Projects

Projects must qualify under **one** of the following five categories:

1. **Resources** - Restore, protect and acquire Native American, natural, cultural, and historic resources within the State.
2. **Fossil Fuel Powerplant Conversions** - Convert and repurpose properties or parts of properties that served as the site of a fossil fuel powerplant to create permanently protected open space, tourism and park opportunities through fee title or conservation easement acquisition. The subject powerplants must have been retired on or before June 5, 2018 or must be scheduled to be retired prior to January 1, 2021.
3. **Science Centers** - Enhance visitor experiences through development, expansion, and improvement of science centers operated by foundations or other nonprofit organizations in heavily urbanized areas.
4. **Park, Water and Natural Resources** - Enhance park, water, and natural resource values through improved recreation, tourism, and natural resource investments in areas of the state not within the jurisdiction of a state conservancy. A map of state conservancies and their boundaries can be found at: <https://map.dfg.ca.gov/bios/?al=ds1754>.

5. **Community, Culture and Education** - Promote, develop and improve any of the following:
 - Community, civic, or athletic venues
 - Cultural or visitor centers that recognize the contributions of California's ethnic communities or celebrate the unique traditions of these communities, including those of Asian and Hispanic descent
 - Visitor centers or nonprofit aquariums that educate the public about natural landscapes, aquatic species, or wildlife migratory patterns

General Requirements

1. Projects must provide workforce education and training, contractor, and job opportunities for disadvantaged communities, where practicable.¹
2. At least fifteen percent (15%) of program funds shall be allocated for projects serving severely disadvantaged communities (see definition in Appendix N).
3. Grant funds cannot be used to fulfill any mitigation requirements imposed by law.
4. Projects should include, where possible:
 - a) Efficient use and conservation of water supplies.
 - b) Use of recycled water.
 - c) Stormwater capture to reduce stormwater runoff, reduce water pollution, or recharge groundwater supplies, or a combination thereof.
 - d) Provision of safe and reliable drinking water supplies to park and open-space visitors.

Funding Priorities

Projects containing the following elements will be given **priority** consideration in funding decisions:

1. Projects that leverage private, federal, or local funding or produce the greatest public benefit.
2. Projects that protect and restore natural resources and provide urban recreation.
3. Local parks projects that have obtained all required permits and entitlements and a commitment of matching funds.
4. Park creation projects that, where practicable, advance solutions to prevent displacement, if the project has the potential unintended consequence of increasing housing costs.
5. Projects that propose to use, where feasible, the services of the California Conservation Corps or certified community conservation corps².
6. Projects that include carbon sequestration features in the project design.
7. Special consideration may be given to projects that acquire lands in deferred certification areas of local coastal plans (see definitions in Appendix N).

¹ Applicants are encouraged to contact the California Conservation Corps and certified community conservation corps to determine if working with the Corps may meet this requirement. The consultation process may be initiated by e-mailing both Prop68@ccc.ca.gov AND Inquiry@prop68CommunityCorps.org.

² As defined in Pub. Res. Code §14507.5.

Other Funding Considerations

In evaluating projects, the State may consider factors including, but not limited to, geographic distribution of funds, disadvantaged community status, and potential project benefits, as well as partial funding.

This program does not fund projects which propose to plant trees larger than 15 gallons in size, regardless of whether grant or other funding sources pay for the trees.

Community Access

Up to five percent (5%) of grant funds shall, to the extent permissible under State General Obligation Bond Law³ and with the concurrence of the Director of Finance, be allocated for community access projects. Community access is defined as “engagement programs, technical assistance, or facilities that maximize safe and equitable physical admittance, especially for low-income communities, to natural and cultural resources, community education, or recreational amenities.”

Community access projects include, but are not limited to: transportation, physical activity programming, resource interpretation, multilingual translation, natural science, workforce development and career pathways, education, and communication related to water, parks, climate, coastal protection, and other outdoor pursuits.

Examples of Eligible Projects

The list below provides examples of project elements that meet statutory conditions. It is not a comprehensive list.

- Acquisition of sites with natural, cultural or historic significance
- Restoration of cultural or historic structures
- Restoration of riparian, aquatic, and terrestrial habitat
- Fee title or conservation easement acquisition of properties that served as the site of a fossil fuel powerplant to create permanently protected open space, tourism and park opportunities
- Demolition and removal of fossil fuel powerplant systems, structures and equipment to create open space
- Creation of new permanent exhibits in cultural or visitor centers, science centers, or aquariums
- Renovation or enhancement of exterior landscapes, gardens and outdoor plazas
- Installation of interpretive features that enhance understanding of natural, cultural, or historic elements in public parks, trails, and eligible public venues
- Construction of ADA upgrades, parking areas, restrooms, drinking fountains, and other visitor amenities
- Establishment or enhancement of neighborhood parks and community spaces
- Creation or expansion of trails for walking, bicycling, and/or equestrian activities
- Development or improvement of trailside and trailhead facilities, including visitor access to safe water supplies
- Acquisition or development of unused open space to provide new urban recreational opportunities
- Creation or restoration of existing wetlands, recharge ponds, floodplain, or riparian corridors.
- Renovation of existing venues to expand space for athletic, recreational and/or educational activities or cultural program services

³ Gov't Code § 16720, et seq.

Examples of Ineligible Projects

The list below provides examples of projects and elements that are not eligible under the CCNR Grant Program. It is not a comprehensive list.

- Acquisition of property that cannot be purchased at fair market value
- Acquisition or restoration of objects for display (e.g. collections, specimens, artifacts)
- Planning only, or operation and maintenance projects
- Projects that exclusively fulfill mitigation requirements
- Projects that will not be completed prior to the funding liquidation date
- Development projects contingent on future acquisition for project implementation
- Projects that include both acquisition and development (must be one or the other, not both)
- Projects that are intended to correct problems caused by inadequate maintenance
- Applications that include more than one project (however, more than one application can be submitted by an applicant)
- Projects where Applicant cannot demonstrate satisfactory permission to develop and maintain site at the time of application
- Acquisitions involving eminent domain
- Projects that include planting trees larger than 15 gallons
- Projects including community access components that exceed five percent (5%) of grant funding

SELECTION PROCESS

1. Applicants submit concept proposals through the System for Online Application Review (SOAR). No hardcopy concept proposals are required.
2. Concept proposals are reviewed for project eligibility and readiness.
3. Selected Applicants are invited to submit full application packages through SOAR. No hardcopy application packages are required.
4. Applications are reviewed for completeness and eligibility. Incomplete or ineligible applications may be removed from the competitive process. (An application containing more than one project is not eligible for funding; however, Applicants may submit more than one application.)
5. Applications are evaluated using the established criteria and any additional funding considerations.
6. Site visits are conducted for the most competitive projects prior to funding decisions.
7. Recommendations are submitted to the California Secretary for Natural Resources.
8. Final funding decisions are determined and announced.

All information contained in the grant application is confidential until grant awards are announced.

The State reserves the right to reject an Applicant who is in violation of law or policy at any other public agency. Potential violations include, but are not limited to, being in default of performance requirements in other contracts or grant agreements issued by the State, being engaged in or suspected of criminal conduct that could poorly reflect on or bring discredit to the State, or failing to have all required licenses necessary to carry out the project.

The State further reserves the right to reject any Applicant who has a history of performance issues with past grants or other agreements with any public entity.

Tribal Consultation

Applicants should make every effort to consult and involve Native American Tribes or stakeholder groups regarding projects that affect California tribal communities.

Conflict of Interest

All Applicants and individuals who participate in the review of submitted applications are subject to state and federal conflict of interest laws. Any individual who has participated in planning or setting priorities for a specific solicitation over and above the public comment process, or who will participate in any part of the grant development and negotiation process on behalf of the public, is ineligible to receive funds or personally benefit from funds through that solicitation. Failure to comply with conflict of interest laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent grant agreement being declared void. Other legal actions may also be taken. Applicable statutes include, but are not limited to, California Government Code section 1090 and Public Contract Code sections 10365.5, 10410, and 10411.

PROJECT ADMINISTRATION

1. Grantee attends grant management workshop which addresses project administration, including proper submission of payment requests.
2. State Grants Administrator works with Grantee to develop and execute Grant Agreement.
3. For Acquisition projects, Grantee submits an appraisal for Department of General Services' (DGS) review.
4. Grantee submits final site control documents.
5. Grantee commences preliminary project work (planning, design, permitting, CEQA, etc.) and submits reimbursement requests for eligible expenses.
6. Prior to commencing construction, Grantee submits final design plans for the State's review and approval, as well as evidence of CEQA compliance and funding acknowledgment sign installation.
7. Grantee notifies the State of public events related to the initiation of project construction.
8. Grantee commences project construction work.
9. Grantee submits quarterly progress reports and periodic reimbursement requests for eligible expenses (payment requests are subject to retention).
10. For acquisition projects, Grantee may request an advance of funds into escrow (subject to retention).
11. As applicable, Grantee records Deed Restriction/Memorandum of Unrecorded Grant Agreement (MOUGA).
12. Grantee completes project and submits project completion packet.
13. The State conducts final project inspection and approves final payment request and/or release of retention.

Changes to Approved Project

Grantees seeking changes or amendments to an approved project must obtain the State's approval. Changes in Project Scope must continue to meet the need cited in the original application. Grantees jeopardize funding should changes be made without prior notice to and approval by the State.

Eligible costs

Direct project-related costs incurred during the Project Performance Period specified in the Grant Agreement will be eligible for reimbursement. All eligible costs must be supported by appropriate documentation. Costs incurred outside of the Project Performance Period are not eligible for reimbursement. **Indirect and overhead costs are not eligible** for reimbursement.

Site Visits

The State may make periodic visits to the project site, including a final inspection. The State will determine if the work is consistent with the approved Project Scope and ensure compliance with signage requirements.

Payment of Grant Funds

Funds will not be disbursed until there is a fully executed Grant Agreement between the State and the Grantee. Funds for **construction/implementation** cannot be disbursed until environmental review (CEQA) is completed and the bond acknowledgment sign is installed at the project site.

Development Projects

- Payments will be made on a reimbursement basis (i.e., the Grantee **pays** for services, products or supplies; submits invoices and proof of payment; and is **then** reimbursed by the State). It generally takes six to eight weeks to receive payment after Grantee submits a completed payment request.
- Ten percent (10%) of the amount requested for reimbursement may be retained and issued as a final payment upon project completion.
- For communities that meet disadvantaged requirements, incremental advances of up to twenty-five percent (25%) of the grant award may be available upon compelling need. No advances will be made for in-house labor costs.

Acquisition Projects

- Properties must be acquired at a price that does not exceed fair market value.
- The property appraisal must be reviewed and approved by the Department of General Services (DGS).
- The State-approved purchase price, together with eligible acquisition costs, may be advanced into an escrow account within 60 days of close of escrow. All disbursements are subject to a ten percent (10%) retention.
- Any remaining grant funds shall be available on a reimbursable basis for other eligible costs.
- Acquisitions are subject to the State's interest expressly stated in the deed.

Loss of Funding (not a complete list)

The following are examples of actions that may result in a Grantee's loss of funding:

1. Grantee fails to execute a Grant Agreement.
2. Grantee changes the Project Scope without prior notice to and approval by the State.
3. Grantee fails to submit evidence of CEQA compliance as specified in the Grant Agreement.
4. Grantee fails to timely submit all required documentation as specified in the Grant Agreement.
5. Grantee loses willing seller(s).
6. Property cannot be acquired at or below approved fair market value.
7. Grantee fails to complete the project.
8. Grantee fails to comply with project monitoring and reporting requirements.

Use of Project Property

Grantee must maintain and operate project property acquired or developed in a manner consistent with the Grant Agreement and grant guidelines for a period commensurate with land tenure/site control requirements (see Appendix I).

Conservation easement proposals must include a plan describing the proposed restrictions and reservations for the easement and the funding mechanism available to support the plan. The final conservation easement terms and conditions are subject to input, review and approval by the State. The State's interest will be included in the conservation easement.

Grantee must own the land or hold a lease or other legal, long-term interest in the land that is satisfactory to the State.

Grantee is responsible for ensuring the project complies with all applicable current laws and regulations, including, but not limited to, legal requirements for construction, building codes, health and safety codes, state contractor's and other licenses, and disabled access laws. Grantee must certify that all applicable permits have been obtained.

Project Reporting

Grantee is required to keep the State informed of the project's progress throughout the Project Performance Period. Grantee must submit quarterly status reports detailing work accomplished during the quarter, tasks planned for the following quarter, estimates of upcoming reimbursement requests, and any other information requested by the Grants Administrator. Failure to provide project updates may result in loss of funding.

STATE AUDIT AND ACCOUNTING REQUIREMENTS

Audit Requirements

Projects are subject to audit by the State annually and for three (3) years following the final payment of grant funds. If the project is selected for audit, Grantee will be contacted in advance. The audit shall include all books, papers, accounts, documents, or other records of Grantee, as they relate to the project. All project expenditure documentation should be available for an audit, whether paid with grant funds or other funds.

Grantee must have project records, including source documents and evidence of payment, readily available and must provide an employee with knowledge of the project to assist the auditor. Grantee must provide a copy of any document, paper, record, etc., requested by the auditor.

Accounting Requirements

Grantee must maintain an accounting system that:

- Accurately reflects fiscal transactions, with the necessary controls and safeguards.
- Provides a good audit trail, including original source documents such as purchase orders, receipts, progress payments, invoices, employee paystubs and time cards, evidence of payment, etc.
- Provides accounting data so the total cost of each individual project can be readily determined.

Records Retention

Records must be retained for a period of three (3) years after final payment is made by the State. Grantee must retain all project records at least one (1) year following an audit.

GRANT APPLICATION

STEP 1: CONCEPT PROPOSAL (**REQUIRED**)

Applicants are required to submit an online Concept Proposal in SOAR (System for Online Application Review) no later than **February 13, 2019 by 5:00 p.m.** No hard copies will be accepted. The Concept Proposal is part of the competitive process; therefore, the project described should be well-developed and ready to implement. Applicants proposing the most competitive eligible projects will be invited to submit a full application.

The Concept Proposal must be completed in SOAR and must include the following:

General Information

Applicant Name
Project Name
Project Address
Project County
Funding Request Amount
Project Description

Questions

Applicants must answer all the following questions. If a question does not apply to the project, indicate "Not Applicable." Answers to each question are limited to 2,000 characters.

1. Select the one statutory category most applicable to the project. Explain how the project qualifies under that category.
 - a. Resources
 - b. Fossil Fuel Powerplant Conversions
 - c. Science Centers
 - d. Park, Water and Natural Resources
 - e. Community, Culture and Education
2. Describe the project to be acquired or developed with grant funds. Include specific project deliverables.
3. Explain how the project provides public benefits and addresses a critical statewide need.
4. Address how the project will accomplish one or more of the following:
 - a. Improve a community's ability to adapt to the unavoidable impacts of climate change.
 - b. Improve and protect coastal and rural economies, agricultural viability and/or wildlife corridors or habitat.
 - c. Develop future recreational opportunities.
 - d. Enhance drought tolerance, landscape resilience, and water retention.
5. Will the project provide workforce education and training, contractor, and job opportunities for disadvantaged communities? Explain how.
6. Is the project located in, or will it serve a disadvantaged community or a severely disadvantaged community? (See definitions in Appendix N.) Identify which type of community and explain how it will be served by the project.

7. Which, if any, of the following is included in the project design? Briefly describe how.
 - a. Efficient use and conservation of water supplies
 - b. Use of recycled water
 - c. Stormwater capture to reduce stormwater runoff, reduce water pollution and/or recharge groundwater supplies
 - d. Provision of safe and reliable drinking water supplies to park and open-space visitors
 - e. Urban recreation
 - f. Natural resource protection
 - g. Carbon sequestration features
 - h. Community Access components (see definition in Appendix N)
8. Has Applicant consulted the California Conservation Corps or a certified community conservation corps about the project?⁴ Describe the contact and indicate if the project will use the services of the Corps. If so, explain how.
9. Does the project leverage private, federal or local funding? Describe how.
10. Will the requested funds cover all project costs? If not, what is the funding gap, and how will it be bridged?
11. Describe any future actions needed beyond the scope of this project to fully address the overall project goals.
12. Describe the status of the following items, including anticipated timing for completion of each:
 - a. Preliminary design
 - b. Environmental documentation (CEQA)
 - c. Necessary permits
 - d. Community outreach
 - e. Long-term site control of all parcels within the project footprint
13. For development projects: If awarded funding, how long after the award is announced would construction on the project begin?
14. For acquisition projects: If awarded funding, how long after the award is announced would transfer of title take place?
15. Describe the Applicant's experience in completing similar projects.
16. Identify and describe steps to be taken and the work to be completed within the first year following the award of grant funds.
17. List all entities with jurisdiction over the project and indicate which have been notified about the project.
18. Describe community involvement and support for the project.
19. Does the project promote and/or encourage the involvement of diverse populations, particularly minority, low-income, and disabled populations and tribal communities? How?
20. How does the project address environmental, social, economic, or public health issues or provide benefits not previously discussed? Explain.

⁴ Consultation can be initiated by emailing both Prop68@ccc.ca.gov AND Inquiry@Prop68CommunityCorps.org.

Attachments

Upload the following documents into SOAR as part of the Concept Proposal:

1. Cost Estimate (Appendix C for development projects; Appendix D for acquisitions)
2. Site Plan
3. Up to five photographs of the proposed project site

APPLICATION STEP 2: FULL APPLICATION (**BY INVITATION ONLY**)

Applicants invited to present a full application for funding should submit the completed Grant Application Package online via SOAR. No hard copies will be accepted. It is anticipated invitations to apply will be issued no later than **March 18, 2019 by 5:00 p.m.** An invitation does not guarantee a project will compete successfully for funding.

The Grant Application package consists of five sections:

1. Application Form
2. Project Summary
3. Project Data Questions
4. Project Evaluation Questions
5. Required Supporting Materials (see Appendix A for a full checklist.)

Each section should clearly demonstrate how the project meets the statutory requirements and priorities of the Cultural, Community and Natural Resources (“CCNR”) Grant Program.

Application Form

The application form must be filled out in SOAR, then printed and signed by the same Authorized Representative identified in the Applicant’s Resolution (see Appendix B). The completed, signed form should be scanned and uploaded to SOAR as an attachment.

To print the application form from SOAR:

1. Log into SOAR and go into the active CCNR Grant Program application.
2. Ensure all application page information is complete and accurate.
3. On the General Information tab, scroll to the bottom of the page and select the Preview/Submit button. (NOTE: Clicking this button will not submit your application)
5. On the Application Preview page, select the “Print Application” button on the top.
6. Select Ctrl+P, to print the application. Choose the correct page range for just the application form. Click Print.

Project Summary

Summarize the project, including expected project deliverables, and explain how the project meets the statutory requirements and priorities. Include a brief description of current site conditions, community and government agency partnerships, benefits of the proposed project, and extent of public access, if applicable. If the proposed project is located within a disadvantaged or severely disadvantaged community, describe the community and how the project benefits the community. Summaries are limited to 4,000 characters.

Project Data Questions

Applicants must answer each question below. The information requested will be used to fulfill various reporting requirements.

1. Choose the one statutory category most applicable to the project:
 - a. Resources
 - b. Fossil Fuel Powerplant Conversions
 - c. Science Centers
 - d. Park, Water and Natural Resources
 - e. Community, Culture and Education
2. Indicate the Applicant's agency type:
 - a. Local agency
 - b. Non-profit organization
 - c. Non-governmental land conservation organization
 - d. Native American tribe
3. Is the project a development or acquisition project?
4. Is the project located in or will it serve a disadvantaged community?
5. Is the project located in or will it serve a severely disadvantaged community?
6. Enter the quantities of the following which will result from the project (as applicable):
 - a. Greenhouse gas emissions reductions
 - b. Carbon sequestrations
 - c. Acre-feet of stormwater captured/treated
 - d. Acres of green/open space created/restored/enhanced
 - e. Acres of green/open space acquired
 - f. Miles of nature trail created
 - g. Trees to be planted
 - h. Plants to be planted (non-trees)
 - i. Acres of riparian habitat restored/enhanced
 - j. Number of development rights extinguished
7. Other project funding sources (enter the dollar amount in each applicable category)
 - a. Federal contribution
 - b. Local contribution
 - c. Other State funds
 - d. Private contribution

PROJECT EVALUATION QUESTIONS

Evaluation/Scoring Criteria

Responses provided to the project evaluation questions are used to evaluate and score the project. Answers should demonstrate how effectively a project meets statutory requirements and priorities. The required supporting materials should supplement the answers given. Projects will be scored in the following categories. A total of 125 points are possible. **Points will be attributed to each category and not to individual questions.**

Scoring Criteria	Points
Statutory Requirements and Project Need	40
Statutory and Program Priorities	30
Project Readiness	20
Organizational Capacity	15
Collaboration	15
Additional Project Characteristics	5
Total Points Possible	125

The State may consider other factors in determining grant awards including, but not limited to, economic benefits, statewide significance, and the geographic distribution of bond funds. Partial funding may be considered to fully maximize the number of awards.

Statutory Requirements and Project Need (40 points possible)

Projects must meet certain requirements as specified in statute. **All Applicants must answer questions 1-11.** If a question does not apply to the project, answer “Not Applicable.” Answers are limited to 4,000 characters per question.

Statutory Conditions

1. Explain how the project provides public benefits and addresses a critical statewide need.
2. Describe the community served by the project. How will the project improve the community’s ability to do at least one of the following?
 - a. Adapt to the unavoidable impacts of climate change
 - b. Improve and protect coastal and rural economies, agricultural viability, wildlife corridors or habitat
 - c. Develop future recreational opportunities
 - d. Enhance drought tolerance, landscape resilience, and water retention.
3. How will the project provide workforce education and training, contractor, and job opportunities for disadvantaged communities? If it will not, explain why doing so is impracticable.
4. Does the project serve a severely disadvantaged community? Describe how.
5. Does the project include one or more of the following conservation measures? If so, explain. If not, state why inclusion is not possible.
 - a) Efficient use and conservation of water supplies
 - b) Use of recycled water
 - c) Stormwater capture to reduce stormwater runoff, reduce water pollution, or recharge groundwater supplies, or a combination thereof
 - d) Provision of safe and reliable drinking water supplies to park and open-space visitors.

Project Need

6. Describe any compelling reason(s) (timing, loss of matching funds, project momentum, etc.) why the project should be selected for funding.
7. Is there an urgent need to implement the project?
8. What will happen to the project site if this project does not occur?

9. Describe any future actions needed beyond the scope of this project to fully address the overall project goals.
10. Is the project a continuation of previously-completed work, and if so, is this next phase crucial for the continued success of the prior work? If the previous work was funded by the California Natural Resources Agency, list the project name.
11. What other options are available to meet the project objectives if this grant request is not successful?

For **questions 12-16**, Applicants should answer only the question for the statutory category that best applies to their project. Answers are limited to 4,000 characters per question.

12. Resources

- a. Describe the Native American, natural, cultural or historic resource that is the subject of the project.
- b. Explain the significance and value of the resource. Identify populations to whom the resource has particular significance or value.
- c. Is the resource to be restored, protected or acquired? Explain how.
- d. Where is the resource located?
- e. Will the proposed resource project be accessible to the public? If so, explain how.

13. Fossil Fuel Powerplant Conversions

- a. Is the project a development or acquisition project?
- b. Does the project seek to acquire a conservation easement or fee title of the property?
- c. On what date was the powerplant retired? If not yet retired, on what date is it scheduled to be retired?
- d. Describe the current environmental condition of the powerplant. What is the status of or plan for decommissioning the power plant? Has it been dismantled, demolished, etc.?
- e. What remediation has been or will be required on the property? Has funding for remediation been secured?
- f. How will the project convert or repurpose the property to create permanently protected open space, tourism and park opportunities? Include any plans for recreational and scenic amenities.

14. Science Centers

- a. Is the science center operated by a foundation or other nonprofit organization? Briefly summarize the mission and purpose of the operating organization.
- b. Is the science center located in a heavily urbanized area (see definition in Appendix N)? What is the population of the city and county in which the science center is located?
- c. Describe the science center's service area, including the communities and demographics of participants in the science center's programs, activities and services.
- d. How will the project develop, expand and/or improve the science center?
- e. How will the project enhance the visitor experience?

- f. Describe any limits to science center access by visitors, such as parking, hours of operation, available staffing, user fees, seasonal restrictions or other ecological considerations. How will the project address these limitations?

15. Park, Water and Natural Resources

- a. Is the project located in an area within the jurisdiction of a state conservancy?
- b. Describe park, recreation, tourism or natural resource opportunities currently available to the communities in the area served by the project.
- c. How will the project enhance access to park, water or natural resources in the area to be served by the project?
- d. How will the project improve recreation, tourism or natural resources in the area to be served by the project?
- e. Does the project involve expansion of existing or the creation of a new local park or recreation amenity? If so, describe how the project will fulfill a community need.
- f. If the project involves creating a local park, could implementation of the project result in increased housing costs? If so, what solutions to prevent displacement have been considered?
- g. If applicable, describe any limits to access to the project by visitors, such as parking, hours of operation, available staffing, user fees, seasonal restrictions or other ecological considerations. How will the project address these limitations?

16. Community, Culture and Education

- a. Describe the venue, center, or aquarium that is the subject of the project. Provide a brief history, including year established and date open to the public.
- b. How will the project promote, develop or improve the venue, center or aquarium?
- c. Describe the geographic service area and targeted participants in the venue, center or aquarium's programs, activities and services?
- d. Does the project involve a cultural or visitor center that recognizes the contributions of California's ethnic communities or celebrate the unique traditions of these communities? If so, describe the ethnic community and explain how the center recognizes its contributions or celebrates its unique traditions?
- e. Does the project involve a nonprofit aquarium or visitor center that educates the public about natural landscapes, aquatic species or wildlife migratory patterns? If so, describe the regularly sponsored programs, activities, services and exhibits that educate the public.
- f. Describe any limits to access by visitors, such as parking, hours of operation, available staffing, user fees, seasonal restrictions or other ecological considerations. How will the project address these limitations?

Statutory and Program Priorities (30 points possible)

Additional points will be awarded to projects that include one or more statutory and program priorities. If a question does not apply to the project, answer “Not Applicable.” Answers are limited to 4,000 characters per question.

1. Does the project serve a disadvantaged community? Explain how.
2. Does the project leverage private, federal or local funding? If so:
 - a. Identify the source and amounts of funds already committed to the project and expected timing of funds. Cite specific dollar amounts for cash contributions, in-kind services, volunteer effort, donated labor and materials, technical expertise, etc.
 - b. Indicate any other grants where funding has been requested, the requested amount, and the expected notification date.
 - c. If funding is not received from other sources, is the requested grant amount sufficient to complete the project? Explain.
3. What urban recreation opportunities will the project provide?
4. How will the project protect and/or restore natural resources?
5. Will the project use the services of the California Conservation Corps or certified community conservation corps?
 - If yes, to what extent?
 - If no, explain why not. Describe any contact with and determinations made by the CCC or a certified community conservation corps.
6. Describe any carbon sequestration features included in the project design.
7. If the project is an acquisition, are the lands to be acquired in deferred certification areas of local coastal plans? Explain.
8. If the project involves a facility, resource or recreational amenity accessible to the public, does the project include features intended to maximize safe and equitable physical admittance to the facility, especially for low-income communities? Explain.

Project Readiness (20 points possible)

Projects that are “shovel ready” will be more competitive for funding. Applicants should answer the questions under the category applicable to their project.

Development Projects

1. Identify and describe the steps to be taken immediately following the grant award.
2. What is the status of the project's design/specifications? When will final plans be available?
3. Has the Environmental Review for the project been completed? If not, what remains to be done, and when will the review be complete?
4. Has project permitting started? Is it complete?
5. Are committed matching funds for the project readily available? If not, what is the expected timeline to secure the funds?
6. Who owns the property where the proposed project will take place?

7. Provide the names of all entities with jurisdiction over the proposed project property (i.e. Caltrans, Railroad, Flood Control Districts, etc.)
8. Describe all land access/tenure agreements/encroachment permits, etc. necessary for the project to take place. Which have been executed/obtained? If full site control has not yet been attained, when do you anticipate it will be?
9. Are there other impediments on the project site (e.g. overhead or underground utilities)? If so, explain their location and nature, including any mitigation measures planned.
10. Describe any possible factors which could significantly delay the implementation and/or completion of the project and how these factors will be addressed (e.g. permitting delays, habitat seasonal restrictions, etc.).
11. Are there any toxins on the property? Has a Phase I or Phase II Environmental Site Assessment been done? If so, address timing of clean-up, type of toxins and delays to project construction that might result from toxins on the site.

Acquisition Projects

1. Identify and describe the steps to be taken immediately following the grant award.
2. Identify the specific parcels to be acquired. List Assessor's Parcel Numbers, if available.
3. What is the fair market value of the property?
4. Have the parcels been appraised? If not, what is the basis for valuation?
5. Has a current preliminary title report been issued? If yes, submit it as an attachment to the application.
6. Is a purchase agreement in place with the seller? If yes, submit as an attachment to the application.
7. Has a Willing Seller letter from each person on the title been secured and attached to the application?
8. Indicate how many parties will be involved in the transaction, what their roles are, and whether any party other than the Applicant owns an option to buy the real property in question.
9. For conservation easements, has the conservation easement been drafted? If yes, submit as an attachment to the application.
10. For conservation easements, describe plans for perpetual stewardship and monitoring, and address the ongoing funding that will be needed to support the terms and conditions of the conservation easement.

Organizational Capacity (15 points possible)

Applicants must demonstrate their ability and willingness to complete and maintain the project according to program requirements.

1. Describe the Applicant's experience in completing this type of project.
2. Is the expertise needed for this project readily available within the organization? If not, how will the relevant expertise be acquired?
3. Describe the Applicant's fiscal capacity to carry out the proposed project on a reimbursement-only basis.

4. Identify and describe steps to be taken and the work to be completed within the first year following the award of grant funds.
5. What is the strategy for long-term maintenance of the project?
6. Who will perform long-term maintenance? Describe their experience in maintaining this type of project.
7. How will ongoing maintenance be funded beyond the grant timeline (as applicable)?
8. Explain methods of estimating costs and in what way the project is cost-effective.
9. Has the Applicant received a prior grant from the California Natural Resources Agency or other state entity? If so, include the project name and year.

Collaboration (15 points possible)

1. Describe partnerships with non-profit groups, stakeholders, non-governmental organizations, tribal, public or governmental agencies and their corresponding roles in design and implementation of the project.
2. If applicable, is the project consistent with local land use, watershed, water management or general plans that cover the project area? Has the project been coordinated with local land use authorities?
3. Describe community involvement and support for the project.
4. What community outreach has been done to inform the public about the project and encourage community participation in the project planning process? What further outreach is planned?
5. Has the Applicant or any project partners made efforts to meet with and involve disadvantaged or severely disadvantaged community residents about the project prior to the application deadline?
6. Discuss any demographic, social, and/or cultural issues that are important to the local community and that will influence design, implementation and maintenance of the project.
7. Has there been any opposition to the proposed project? If so, explain the nature of the concerns and how they were addressed.

Additional Project Characteristics (5 points possible)

1. How does the project address environmental, social, economic, or public health issues or provide benefits not previously discussed? Explain.
2. Describe how the project might be used as a model or be easily transferred to other communities and/or organizations, or explain the conditions that make this project relevant to the community served by the project.
3. Identify any unique partnerships, design parameters, performance measures, or potential outcomes planned for the project.
4. If the project is accessible to the public, how will appropriate security and safety be provided?

REQUIRED SUPPORTING MATERIALS

The following required supporting materials must be uploaded as attachments to the application in SOAR. If an item is not applicable to the application but is required in SOAR, upload a brief explanation of why it is not applicable. Templates for various attachments can be found at <http://resources.ca.gov/grants/CCNR>. See Appendix A for a checklist of all required documents.

For All Projects

1. **Location Map** – Directional map, with enough detail to allow a person unfamiliar with the area to locate the project site. Include any other maps or aerial photographs as appropriate. Streets and other notable landmarks should be clearly marked to allow for easy identification.
2. **Site Plan** – Plans should be for the project for which funding is requested. If the project is part of a larger project, clearly indicate the portions to be grant-funded. Plans should contain specific property details, exterior boundaries, public access points, and location of the proposed improvements described in the application. The plan should be specific enough to allow someone unfamiliar with the project to visualize it in detail.
3. **Photographs** – Provide up to five (5) labeled color photographs of different views of the project site reflecting **current** conditions.
4. **Signed Authorizing Resolution** – Provide a signed authorizing resolution from the Applicant's governing board. See Appendix B for the required resolution format and content. A draft resolution may be submitted with the application if the governing body meeting is scheduled after the application deadline. However, the adopted resolution must be submitted via SOAR prior to project site visits. **Resolutions must include all assurances contained in the template.**
5. **Eligibility for Nonprofit Applicants** – Provide evidence: 1) the corporation is qualified under Section 501(c)(3) of the Internal Revenue Service Code (e.g., IRS Determination Letter) and 2) the corporation is in good standing with the Secretary of State (e.g., Active Status printout).
6. **Environmental Compliance** – At a minimum, provide a copy of the Categorical Exemption or the Environmental Checklist Form for the entire proposed project. Drafts are acceptable for the application (see Appendix G). Provide an estimated timeline for all major tasks detailed in the project.
7. **Evidence of Serving Disadvantaged and Severely Disadvantaged Community** – If applicable, provide evidence the project serves a disadvantaged or severely disadvantaged community. Applicants may use a tool such as California State Parks' Community Fact Finder (<http://www.parksforcalifornia.org/communities>) and/or submit other relevant documentation. See Appendix M for additional tools and resources.

For Development Projects

8. **Property Data Sheet** – Provide the completed Property Data Sheet for all parcels included in the project (see Appendix E). Be sure to include properties that do not have parcel numbers, e.g. rights-of-way, etc. Provide an Assessor's Parcel Map highlighting all parcels within the project footprint and clearly labelling each parcel's full Assessor's Parcel Number.
9. **Adequate Site Control/Land Tenure** – Provide copies of documents verifying current ownership of each parcel listed on the Property Data Sheet. Examples of such documents include tax records, owner data sheets from county records, recorded deeds, title reports, etc.

All documents verifying ownership must have the parcel numbers clearly indicated on the document (handwritten acceptable).

For parcels not owned by the Applicant, provide a copy of an agreement giving the Applicant legal access to and permission to construct and maintain the project on the property. If applicable, the agreement should also permit public access to the project for the required number of years (see Appendix I).

If an agreement has not yet been executed at the time of application, the Applicant may submit a signed letter from each landowner identifying the affected parcel(s) and indicating that, if awarded funding, the owner is willing to enter into an agreement with the Applicant to allow long-term access for construction, maintenance and public use of the project.

10. **Operation and Maintenance** – If operation and maintenance will be performed by an entity other than the Applicant, explain and provide evidence of concurrence from that entity (e.g., operational agreements, letters of intent, memoranda of understanding signed by all parties, etc.). If an agreement has not yet been executed at the time of application, the Applicant may submit a signed letter by the entity indicating its intent to enter into such an agreement.
11. **Project Timeline** – Provide an estimated timeline for major project milestones.
12. **Cost Estimate (Development)** – Provide a cost estimate reflecting all costs associated with the project. Identify costs included in the grant request and costs covered by other funding sources. See Appendices C & D for sample formats. Cost estimates should include an individual line item for funding acknowledgment signage costs. See Appendix K for signage requirements.
13. **Project Permit/Approval Status** – Indicate the types of permits necessary to complete the project, permitting submittal, and potential project delays due to permitting (Appendix F).

For Acquisition Projects

14. **Cost Estimate (Acquisition)** – Submit a Cost Estimate (Acquisition) for each escrow (Appendix D).
15. **Assessor's Parcel Map** – Provide a photocopy of relevant Assessor's Parcel Maps, with project parcels highlighted and full parcel numbers clearly labeled.
16. **Evidence of Willing Seller** - Provide a letter from each landowner indicating they are a willing participant in the proposed real property transaction. The letter should clearly identify the parcels owned by each seller and state if grant funds are awarded, the seller is willing to enter into an agreement or negotiation for an agreement for the sale of the real property at a purchase price not to exceed fair market value. See Appendix H for a sample letter. If available, include a copy of the fully executed purchase option agreement as well.

If the Applicant has plans to immediately transfer title to the property after acquisition, a letter of agreement between the Applicant and the eventual title holder must also be provided. All transfers must be approved by the State.
18. **Stewardship Monitoring Plan** – If acquiring a conservation easement, provide a plan describing the proposed restrictions and reservations for the easement and the funding mechanism available to support the plan.
19. **Appraisal** – If available at time of application.
20. **Preliminary Title Report** – If available at time of application.

APPENDIX A – APPLICATION CHECKLIST

ONLINE APPLICATION: SUBMIT VIA SOAR ONLY (<https://soar.resources.ca.gov/>)

Application Form (completed in SOAR, printed, signed, then uploaded to SOAR)	
Project Summary (completed in SOAR)	
Project Data Questions (completed in SOAR)	
Project Evaluation (completed in SOAR)	
<i>For All Projects: Uploaded to SOAR as an attachment</i>	
Project Location Map	
Site Plan	
Photographs	
Signed Authorizing Resolution	Appendix B
Eligibility for Nonprofit Applicants	
Environmental Compliance (CEQA)	Appendix G
Evidence of Serving Disadvantaged or Severely Disadvantaged Communities (if applicable)	Appendix M
<i>For Development Projects: Uploaded to SOAR as an attachment</i>	
Property Data Sheet	Appendix E
Assessor’s Parcel Map(s) of all parcels (highlighted and labeled)	
Site Control / Land Tenure Documents (Proof of ownership such as tax rolls, grant deed, etc.)	Appendix I
Operation & Maintenance Documents	
Project Timeline	
Cost Estimate (Development)	Appendix C
Project Permit / Approval Status	Appendix F
<i>For Acquisition Projects: Uploaded to SOAR as an attachment</i>	
Cost Estimate (Acquisition)	Appendix D
Assessor’s Parcel Map(s) of all parcels (highlighted and labeled)	
Evidence of Willing Seller (Willing Seller Letter and Purchase Option Agreement, if available)	Appendix H
Stewardship Monitoring Plan (for conservation easements)	
Appraisal and/or Preliminary Title Report (if available)	

APPENDIX B – RESOLUTION TEMPLATE

Resolution No: _____
RESOLUTION (GOVERNING BODY OF GRANTEE)
APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE
CULTURAL, COMMUNITY & NATURAL RESOURCE GRANT PROGRAM

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require a resolution certifying the approval of application(s) by the Applicant's governing board before submission of said application(s) to the State; and

WHEREAS, the Applicant, if selected, will enter into an agreement with the State of California to carry out the project

NOW, THEREFORE, BE IT RESOLVED that the _____ (Governing Body)

1. Approves the filing of an application for the (*name of the project*); and
2. Certifies that Applicant understands the assurances and certification in the application; and
3. Certifies that Applicant or title holder will have sufficient funds to operate and maintain the project(s) consistent with the land tenure requirements; or will secure the resources to do so; and
4. Certifies that it will comply with all provisions of Section 1771.5 of the California Labor Code; and
5. If applicable, certifies that the project will comply with any laws and regulations including, but not limited to, the *California Environmental Quality Act (CEQA)*, legal requirements for building codes, health and safety codes, and disabled access laws, and that prior to commencement of construction all applicable permits will have been obtained; and
6. Certifies that Applicant will work towards the State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1, and
7. Appoints the (*designate position, not person occupying position*) _____, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

Approved and adopted the _____ day of _____ 20____. I, the undersigned, hereby certify that the foregoing Resolution Number _____ was duly adopted by the _____.
(Governing Body)

Following Roll Call Vote: Ayes: _____
Nos: _____
Absent: _____

Clerk/Secretary for the Governing Board

APPENDIX C – SAMPLE COST ESTIMATE FOR DEVELOPMENT PROJECTS

In preparing a cost estimate for the project, Applicants should comply with the following:

1. All project elements should be detailed and customized to fit the project. Each element should be clearly described in the project narrative.
2. Each funding source must have its own column. Other Funding Source column headings should specify cash or in-kind.
3. The CCNR Grant and Other Funding Source columns should sum to the Total Cost column.
4. **The cost of project elements funded by the CCNR Grant should not be split between the grant and other funding sources.**
5. Overhead/indirect costs are not eligible for reimbursement.

PROJECT ELEMENTS (Examples)		Unit Price	Unit of Measure	Qty	Total Cost	CCNR Grant	Other Funding Source (Indicate Cash or In-Kind)	Other Funding Source (Indicate Cash or In-Kind)
NON-CONSTRUCTION (not to exceed 25% of grant)								
A	Direct Project Management & Administration							
1	Staff Time							
2	Technical Consultants							
B	Planning, Design & Permitting							
1	Design							
2	Engineering							
3	Environmental Documents							
TOTAL NON-CONSTRUCTION (not to exceed 25% of grant)								
CONSTRUCTION								
C	Site Preparation							
1	Demolition							
2	Grading							
D	Greening Elements							
1	Trees (15-gallon)							
2	Plants							
3	Mulch							
E	Other							
1	Hazard Insurance/Bond							
2	Inspections							
3	Funding Acknowledgment Sign							
TOTAL CONSTRUCTION								
Community Access (not to exceed 5% of grant)								
Contingency (not to exceed 10% of grant)								
PROJECT GRANT TOTAL								

The unit price multiplied by the quantity equals the Total Cost column.

APPENDIX D – SAMPLE COST ESTIMATE FOR ACQUISITION PROJECTS

(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	CCNR Grant	Other Funding Source (Name)	Other Funding Source (Name)	Other Funding Source (Name)
Estimated Fair Market Value					
Relocation Costs					
Preliminary Title Reports, Appraisal					
Escrow Fees, Title Insurance, Closing Costs					
Surveying <i>(limited to boundary line adjustments)</i>					
Direct costs <i>(staff and consultants – limited to \$10,000 per grant)</i>					
State approval of appraisal, transaction review, etc. <i>(Recommend budgeting \$10,000)</i>	\$10,000				
Contingency <i>(not to exceed 10% of grant)</i>					
Funding Acknowledgement Sign (Required)					
7. Other <i>(specify)</i>					
Grand Total					

Acquisition Schedule*	Date 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.

APPENDIX E – PROPERTY DATA SHEET

Complete the Property Data Sheet listing each parcel included in the proposed project, as well as the owner(s) of each parcel. Indicate and attach all required documents* including any clarifying comments below. Attach additional sheets if necessary.

No	Owner Name	Assessor Parcel Number(s)	Acreage	If parcel(s) owned by Applicant(s), indicate type of ownership			For all parcels, indicate *document used to demonstrate ownership and attach a copy of each document-clearly labeled with the APN	If parcel(s) not owned by Applicant(s) indicate *document verifying long-term permission to develop and maintain and attach a copy					Entity to perform O&M	# of years O&M to be performed
				Fee Simple	Easement	Other (describe)		Proof of Ownership (tax bill, grant deed, etc.)	O&M Agreement	Lease	JPA	Letter from Owner		
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
Comments:														

Total Number of Parcels: _____ Total Number of Acres: _____

APPENDIX F – PROJECT PERMIT/APPROVAL STATUS

Indicate the status of all federal, state and local permits required for the project. Describe any potential delays due to permitting (indicate specific permits). **If acquiring a long-term encroachment permit, submit evidence the entity with jurisdiction is aware of the project and is willing to work with Applicant to issue the permit.**

This list is not all-inclusive. It is Grantee's responsibility to identify and obtain all applicable permits.

PERMITTING AGENCY	TYPE OF REQUIREMENT	REQUIRED	APPLIED	ACQUIRED	DATE EXPECTED
State Agencies					
Department of Fish & Wildlife	Lake or Streambed Alteration Agreement (Section 1600)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Department of Fish & Wildlife	Incidental Take Permit or Consistency Determination (CESA) (California Endangered Species Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Department of Transportation	Encroachment Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coastal Commission	Coastal Development Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Coastal Commission	Letter of Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Regional Water Quality Control Board	401 Water Quality Certification or Waste Discharge Requirement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Water Resources Control Board	Water Rights Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Water Resources Control Board	General Industrial Stormwater Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Lands Commission	Permit (if using State-owned property)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
State Office of Historic Preservation	Section 106 Consultation with State Historic Preservation Officer (National Historic Preservation Act of 1986)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Federal Agencies					
U.S. Fish and Wildlife Service	Section 7 Consultation, Biological Opinion or Section 10 Permit (Endangered Species Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Army Corps of Engineers	Section 404 Permit (Clean Water Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Army Corps of Engineers	Section 10 Permit (Rivers & Harbors Act of 1899)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. Coast Guard / U.S. Army Corps of Engineers	Section 9 Permit (Rivers & Harbors Act of 1899)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
U.S. National Resources Conservation Service	Section 106 Consultation (National Historic Preservation Act of 1986)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
National Marine Fisheries Service	Section 7 Consultation, Biological Opinion, or Section 10 Permit (Endangered Species Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Local and Regional Planning Agencies					
City/County	Grading Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
City/County	Environmental Health Department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
City/County	Model Water Efficient Landscape Ordinance (MWELO) Landscape Documentation Package	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Central Valley Flood Protection Board	Permission to Encroach on Waterways within Designated Floodways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
S.F. Bay Conservation and Development Commission	Any relevant permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tahoe Regional Planning Agency	Any relevant permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Local Resource Conservation District	Consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Flood Control Districts	Floodway & Hydrological Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Others (e.g., CalRecycle, State Contractors Board, etc.):		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

APPENDIX G - ENVIRONMENTAL COMPLIANCE

To demonstrate compliance with the California Environmental Quality Act, Division 13 (commencing with Section 2100; 14 California Code of Regulations section 15000 *et seq.*) [“CEQA”], Applicants must submit one of the following:

1. Notice of Exemption stamped by the county clerk, if the project is categorically exempt.
2. Negative Declaration, Environmental Checklist Form, and Notice of Determination stamped by the county clerk or State Clearinghouse with the State Clearinghouse response, as applicable. Include documentation that the California Department of Fish and Wildlife CEQA fee was paid or is not applicable.
3. Final Environmental Impact Report, Environmental Checklist Form, and Notice of Determination with State Clearinghouse response. Include documentation that the California Department of Fish and Wildlife CEQA fee was paid or is not applicable.
4. Environmental Checklist Form with a description of how Applicant will complete CEQA compliance within one year from the execution date of the Grant Agreement. Remaining CEQA requirements may be met as part of the grant work plan. However, grant funds for construction or acquisition will be available only after the project has fully complied with CEQA and other environmental laws. Funds for planning and document preparation may be available sooner if included in the grant work plan.
5. For projects included in a Master Environmental Impact Report (MEIR), CEQA compliance shall include a copy of the subsequent Environmental Checklist Form for the proposed project together with a copy of the Notice of Determination, stamped by the county clerk or State Clearinghouse, as applicable.

Where a Lead Agency cannot make the findings required in Section 21157.1 Subdivision (c) of the California Public Resources Code for a subsequent project, CEQA compliance shall include a copy of the Mitigated Negative Declaration or Environmental Impact Report

Pursuant to Section 75102 of the Public Resources Code, before the adoption of a Negative Declaration or Environmental Impact Report, the Lead Agency shall provide notification of the proposed action to a California Native American tribe, which is on the contact list maintained by the Native American Heritage Commission, if that tribe has traditional lands located within the area of the proposed project.

APPENDIX H - WILLING SELLER LETTER (ACQUISITIONS ONLY)

If a purchase option agreement has not been 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 by the legal owner(s) of each parcel to be acquired.

(Sample -- Willing Seller Letter)

Date:

To: California Natural Resources Agency
Cultural, Community & Natural Resources (CCNR) 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

APPENDIX I – SITE CONTROL/LAND TENURE REQUIREMENTS

The State recognizes that specific activities on the project property may change over time; however, all uses on the property must remain compatible with the CCNR Grant Program, in accordance with the following requirements:

Acquisition Projects

Grantee or Grantee's successor-in-interest shall hold the real property only for the purpose for which the grant was made and make no other use or sale or other disposition of the property without the written permission of the State.

Development Projects

Grantee shall maintain and operate the property developed pursuant to this grant for a period of:

- At least 10 years for grants up to \$100,000.
- At least 20 years for grants up to \$1 million.
- At least 25 years for grants over \$1 million.

All Projects

1. All projects may be required to record a document against the real property defining the State's interest in the property (see Appendix L), whether Grantee owns the property or not. Exceptions may be granted as appropriate and at the sole discretion of the State.
2. Grantee shall not use or allow the use of any portion of the real property for mitigation (i.e., to compensate for adverse changes to the environment elsewhere).
3. Grantee shall not use or allow the use of any portion of the real property as security for any debt.
4. With the approval of the State, Grantee or Grantee's successor-in-interest in the property may enter into an agreement with another party to maintain and operate the property in accordance with this grant program. At a minimum, the agreement must do the following:
 - Clearly spell out the roles of each party in detail
 - Be signed by both parties signifying their acceptance
 - Not terminate prior to the length of site control/land tenure required by the Grant Agreement (only agreements that allow early termination for cause or by mutual consent will be acceptable)
 - Include language that Grantee will resume responsibility for ongoing operation and maintenance in the event of cancellation.
5. Grantee may be excused from its obligations for operation and maintenance of the project site only upon the written approval of the State for good cause. Good cause includes, but is not limited to, natural disasters that destroy the project improvements and render the project obsolete or impracticable to rebuild.

APPENDIX J – ELIGIBLE COSTS

Direct project-related costs incurred during the Project Performance Period specified in the Grant Agreement may be eligible for reimbursement and must be supported by appropriate documentation. **Indirect costs and costs incurred outside of the Project Performance Period are not eligible for reimbursement.**

Projects must comply with Labor Code Section 1771.5. Therefore, cost estimates should include prevailing wages, as applicable. See the Department of Industrial Relations' Division of Labor Statistics and Research website at <http://www.dir.ca.gov/DLSR/PWD/index.htm> for general prevailing wage determinations. For questions about prevailing wage, contact the Department of Industrial Relations.

All Projects

1. **Direct Costs** - Only direct costs are eligible. General administrative costs and overhead (e.g., costs calculated as a percentage of other direct costs, such as telephone, utilities, and space rental, etc.) and endowments for ongoing project maintenance are not eligible and will not be reimbursed.
2. **Contingency** - Up to ten percent (10%) of the grant may be budgeted for contingency costs. All contingency costs must be eligible per these guidelines. Contingency funds may not be used to increase the amount of funds that can be used for project management/non-construction (pre-implementation) work.
3. **Signs and Interpretive Aids** - Costs can include construction of exhibits, kiosks, display boards or signs located at and communicating information about the project as well as the required funding acknowledgement sign (see Appendix K).

Development Projects

1. **Project Management/Non-Construction Costs** - Up to twenty-five percent (25%) of grant funds for a development project may be spent on project management/non-construction (pre-implementation) costs, including, but not limited to, planning and design, environmental documents, architecture and engineering, construction plans, permitting, and direct project administration and management.
2. **Personnel or Employee Services** – Costs for the services of Grantee's employees directly engaged in project execution must be computed according to Grantee's prevailing wage or salary scales and may include benefits such as vacation, sick leave, Social Security contributions, etc., that are customarily charged to Grantee's various projects, **excluding** overhead allocations.
 - a. Costs charged to the project must be computed on actual time spent on the project and evidenced by time and attendance records describing the work as well as payroll records. Overtime costs may be allowed under Grantee's established policy, provided the regular work time was devoted to the same project.
 - b. Salaries and wages claimed for employees working on State grant-funded projects must not exceed Grantee's established rates for similar positions.

2. **Contracted Services** - The costs of contracted services may be reimbursed if invoices are presented with payment requests that identify the specific project activities and include evidence of payment.
3. **Construction**
 - a. All necessary labor and construction activities to complete the project are eligible, including site preparation (demolition, clearing and grubbing, excavation, grading), monitoring (including soil and water testing during construction), onsite/field implementation, and construction supervision, etc. The grant can pay for up to two years of plant establishment, as deemed appropriate.
 - b. Trees, supplies and materials may be purchased for a specific project or may be drawn from a central stock, provided they are claimed at a cost no higher than that paid by Grantee.
 - Grantees in the business of growing plants may not charge retail rates for plants reared for a project; however, charges for materials and staff time are allowable.
 - Trees larger than 15 gallons in size are not eligible for reimbursement.
 - c. Equipment owned by Grantee may be charged to the project for each use. Equipment use charges must be made in accordance with Grantee's normal accounting practices.⁵
 - If Grantee's equipment is used, a use log or source document must describe the work performed, indicate the hours used, relate the use to the project, and be signed by the operator and supervisor.
 - Equipment may be leased, rented, or purchased, whichever is most economical. If equipment is purchased, its residual market value must be credited to the project costs upon completion of the project.
4. **Other Expenditures** - In addition to the major categories of expenditures, grant funding may be used for miscellaneous costs necessary for execution of the project at the discretion of the State. Some of these costs may include:
 - a. Premiums on hazard and liability insurance to cover personnel and/or property.
 - b. Work performed by another section or department of Grantee's agency that can be documented as direct costs to the project (see requirements above under Personnel or Employee Services).
 - c. Transportation costs for moving equipment and/or personnel.
 - d. Community access (up to 5% of grant).

Acquisition Projects

1. **Acquisition** - Costs of acquiring real property are eligible and include the purchase price of the property at or below approved fair market value, appraisals, surveys for boundary adjustments, preliminary title reports, escrow fees and title insurance fees.
2. **DGS Appraisal Review** - Costs of obtaining State approvals of purchase price and transaction reviews from the State Department of General Services are also allowable.

⁵ The equipment rental rates published by the California Department of Transportation may be used as a guide. (refer to <http://www.dot.ca.gov/hq/construc/equipmnt.html>)

3. **Relocation Costs** - Relocation costs are eligible for Acquisition projects that result in displacement of any person and/or business (See State Relocation Act requirements, Chapter 16, Section 7260 et seq., Government Code).
4. **Direct Staff and Consultant Services** - The costs of direct staff and consultant services necessary for the project are eligible and may be reimbursed up to \$10,000. Invoices must be presented with payment requests that identify the specific project activities, and include evidence of payment. Consultants must be paid by the customary or established method and rate of Applicant. No consultant fee may be paid to Applicant's own employees without prior approval or unless specifically agreed to by the State.

APPENDIX K - SIGN GUIDELINES

Types of Signs

1. **Construction** - A sign acknowledging the funding source is required during construction.
2. **Post Completion** – A funding acknowledgment sign must be installed before the final project inspection and remain in place for at least four (4) years from date of project completion. The size of the sign is not prescribed; however, the funding source logo must comply with minimum size requirements and all required language must be included.

If appropriate, the same sign can be used during construction and completion.

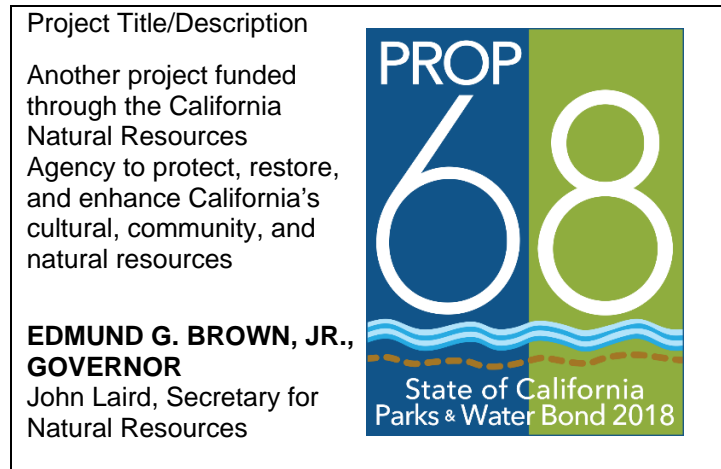
Sign Language

All signs must contain the language shown to the right. The name of the director of the local agency or other governing body may be added, as well as the names (and/or logos) of other partners, organizations, individuals and elected representatives.

Logo

All signs must display the Parks and Water Bond Act logo. The logo is available at <http://resources.ca.gov/grants/logo-art/>.

The logo must be mounted in an area maximizing visibility and durability. The logo must measure a minimum of 24" tall. When appropriate, exceptions may be approved at the State's discretion.



Sign Construction

All materials used shall be durable and resistant to the elements and graffiti. The California Department of Parks and Recreation and California Department of Transportation standards may be used as a guide for gauge of metal, quality of paints used, mounting specifications, etc.

Sign Cost

The cost of the sign(s) is an eligible project cost. Permanent signage is encouraged.

Appropriateness of Signs

For projects where the required sign may be out of place or affected by local sign ordinances, the Grants Administrator may authorize a sign that is more appropriate to the project.

Signs on State Highways

Signs placed within the state highway right-of-way may require a Caltrans encroachment permit. Contact the local Caltrans District Office early in the planning phases for more information. For District Office locations, see <http://www.dot.ca.gov/contactus.html>.

State Approval

Grantee shall submit the proposed number, location(s), size, and language of signs for review prior to ordering signs. Final funds for projects will not be reimbursed until signage has been approved and installed.

APPENDIX L – SAMPLE MEMORANDUM OF UNRECORDED GRANT AGREEMENT/DEED RESTRICTION (DO NOT FILL OUT AS PART OF APPLICATION)

Recording requested by, and)
 when recorded, return to:)
 State of California)
 Natural Resources Agency)
 Bonds & Grants)
 1416 Ninth Street, Suite 1311)
 Sacramento, CA 95814)

Space above this line for Recorder’s use

MEMORANDUM OF UNRECORDED GRANT AGREEMENT/DEED RESTRICTIONS

This Memorandum of Unrecorded Grant Agreement (Memorandum), dated as of _____, 20____, is recorded to provide notice of an agreement between the State of California, by and through the Natural Resources Agency (“Agency”), and

 (“Grantee”).

RECITALS

- On or about _____, _____, Agency and Grantee entered into a certain Grant Agreement, Grant No. _____ (“Grant”), pursuant to which Agency granted to Grantee certain funds for the acquisition of certain real property, more particularly described in the attached Exhibit A and incorporated by reference (the “Real Property”).
- Under the terms of the Grant, Agency reserved certain rights with respect to the Real Property.
- Grantee desires to execute this Memorandum to provide constructive notice to all third parties of certain Agency reserved rights under the Grant.

NOTICE

- The Real Property (including any portion of it or any interest in it) may not be sold or transferred without the written approval of the State of California, acting through the Natural Resources Agency, or its successor, provided that such approval shall not be unreasonably withheld as long as the purposes for which the Grant was awarded are maintained.
- The Grantee shall not use or allow the use of any portion of the real property for mitigation without the written permission of the State.
- The Grantee shall not use or allow the use of any portion of the real property as security for any debt.
- For additional terms and conditions of the Grant, reference should be made to the Grant Agreement, which is on file with the Natural Resources Agency, 1416 Ninth Street, Suite 1311, Sacramento, California 95814.

GRANTEE:

By: _____

APPENDIX M – AVAILABLE RESOURCES

California Conservation Corps

<https://ccc.ca.gov/contact/>

California Department of Industrial Relations Prevailing Wage Determination

<https://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>

CAL FIRE's Tree Planting Standards and Specifications

http://www.fire.ca.gov/resource_mgt/downloads/CALFIRE_Nursery_Standards_and_Specs11_12.pdf

California Native Plant Society

<https://www.cnps.org/helpful-tools>

California Stormwater Quality Association

<https://www.casqa.org/resources/california-lid-portal>

Community FactFinder (SCORP)

<http://www.parksforcalifornia.org/communities>

Department of Water Resources Disadvantaged Communities Mapping Tool

<https://gis.water.ca.gov/app/dacs/>

Governor's Office of Planning and Research CEQA Documents

<http://opr.ca.gov/clearinghouse/ceqa/document-submission.html>

i-Tree Planting

<https://planting.itreetools.org/>

i-Tree Streets

<http://www.itreetools.org/>

Local Conservation Corps

<http://calocalcorps.org/local-conservation-corps/>

Proposition 68 Text (Pub. Res. Code §8000, et seq.)

https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=PRC&division=45.&title=&part=&chapter=&article=

Save Our Water

<http://saveourwater.com/>

Water Use Classification by Landscape Species (WUCOLS)

<http://ucanr.edu/sites/WUCOLS/>

APPENDIX N - DEFINITIONS

Unless otherwise stated, the terms used in these grant guidelines have the following meanings:

Acquisition - means obtaining a fee interest or any other interest in real property, including easements, leases, and development rights.

Agency - means the California Natural Resources Agency.

Americans with Disabilities Act (ADA) - means the U.S. Americans with Disabilities Act of 1990 that gives civil rights protections to individuals with disabilities, guaranteeing equal opportunity in employment, public accommodations, transportation, State and local government services, and telecommunications.

Applicant - means an eligible organization requesting funding from a program administered by the State.

CEQA - means the California Environmental Quality Act, Public Resources Code Section 21000 et seq.; Title 14, California Code of Regulations, Section 15000 et seq.

Climate Adaptation - means the adjustment or preparation of natural or human systems to a new or changing environment which moderates harm or exploits beneficial opportunities.⁶

Climate Change - means any long-term change in average climate conditions in a place or region, whether due to natural causes or the result of human activity.⁷

Community - means a population of persons residing in the same locality under the same local governance, such as a city, town, county, or named unincorporated area.

Community Access - means engagement programs, technical assistance, or facilities that maximize safe and equitable physical admittance, especially for low-income communities, to natural or cultural resources, community education, or recreational amenities.

Conservation Easement - means any limitation in a deed, will or other instrument in the form of an easement, restriction, covenant or condition which is or has been executed by or on behalf of the owner of the land subject to such easement and is binding upon the successive owners of such land, and the purpose of which is to retain land predominantly in its natural, scenic, historical, agricultural, forested or open-space condition (Civil Code Section 815.1).

Deferred Certification Areas - refers to a geographic area that has not been officially segmented for purposes of Local Coastal Plan preparation and, during certification review of the Local Coastal Plan, was not certified.

Development - includes, but is not limited to, improvement, rehabilitation, restoration, enhancement, preservation, protection, and interpretation.

Disadvantaged Community - means a community with an annual median household income less than 80 percent of the statewide average.

Easement - means an interest in land entitling the holder thereof to a limited use or enjoyment of the land in which the interest exists.

⁶ See Safeguarding California <http://resources.ca.gov/climate/safeguarding/>

⁷ See 2009 California Climate Adaptation Strategy http://resources.ca.gov/docs/climate/Statewide_Adaptation_Strategy.pdf

Enhancement - means modifications to current conditions that result in a natural resource, recreational area, or existing facility realizing desired improvements (e.g., greater public access, increased adaptation to climate change, etc.) while considering the protection of the natural environment. It is distinguished from "Restoration" in that it does not imply merely a return to natural conditions, but may include the provision of recreation, or other aspects that were not originally part of the features.

Fair Market Value - means the value placed upon the property as supported by an appraisal that has been reviewed and approved by the State.

Fund or Funds - means the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Fund, created by Section 80032.

Grant Agreement - means an arrangement between the State and Grantee specifying the payment of funds by the State for the performance of specific project objectives within a specific project performance period by the Grantee.

Grantee - means an applicant that has an agreement for grant funding with the State.

Grants Administrator - means an employee of the State who manages the grants.

Greenhouse Gases - Include, but are not limited to, carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons and sulfur hexafluoride.

Habitat - means the place where an animal or plant normally lives, often characterized by a dominant plant form or physical characteristic (i.e., forest habitat, stream habitat, etc.).

Heavily Urbanized City - means a city with a population of 300,000 or more.

Heavily Urbanized County - means a county with a population of 3,000,000 or more.

Indirect Costs - means expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not usually identified specifically with a grant, grant agreement, project or activity, but are necessary for the general operation of the organization. Examples of indirect costs include salaries and benefits of employees not directly assigned to a project; functions such as personnel, business services, information technology, janitorial, and salaries of supervisors and managers not directly related to the project and supported with timesheets; and overhead such as rent, utilities, supplies, etc.

In-Kind - means non-cash donations, from governmental or private sources, and includes volunteers, materials and services.

Interpretation - includes, but is not limited to, a visitor-serving amenity that enhances the ability to understand and appreciate the significance and value of natural, historical and cultural resources and that may utilize educational materials in multiple languages, digital information, and the expertise of a naturalist or other skilled specialist.

Landscape - means arranging or modifying the features of a natural environment, such as planting trees, flowers and/or shrubs, for merely aesthetic purposes.

Land Tenure/Site Control - means the Applicant owns the project land or has other legal long-term interest with the landowner that is satisfactory to the State.

Local Agency - means any political subdivision of the State of California, including, but not limited to, any county, city, city and county, district, joint powers authority, local community conservation corps agency, or council of governments.

Local Coastal Plan - means a basic planning tool used by local governments to guide development in the coastal zone and protect coastal resources, in partnership with the California Coastal Commission.

NEPA - means The National Environmental Policy Act that establishes national environmental policy and goals for the protection, maintenance, and enhancement of the environment and provides a process for implementing these goals within federal agencies.

Nonprofit Organization - means a nonprofit corporation qualified to do business in California, and qualified under Section 501 (c) (3) of the Internal Revenue Code.

Other Sources of Funds - means cash or in-kind contributions that are required or used to complete the project beyond the grant funds provided by the CCNR Grant Program.

Preservation - means rehabilitation, stabilization, restoration, conservation, development, and reconstruction, or any combination of those activities.

Project - means the acquisition or development activity to be accomplished with grant funds, and other funds if necessary, that meets eligibility requirements.

Project Performance Period - refers to the beginning and ending dates of the grant agreement. Eligible costs incurred during this period may be funded from the grant.

Project Scope - means the description or activity of work to be accomplished by the project.

Protection - means those actions necessary to prevent harm or damage to persons, property, or natural, cultural and historic resources, actions to improve access to public open-space areas, or actions to allow the continued use and enjoyment of property or natural, cultural and historic resources, and includes site monitoring, acquisition, development, restoration, preservation, and interpretation.

Public Access - generally refers to full right-of-way from public thoroughfares or public transportation.

Public Agency - means any State of California department or agency, a county, city, public district or public agency formed under California law.

Restore or Restoration - means the improvement of physical structures or facilities and, in the case of natural systems and landscape features, includes, but is not limited to, projects for the control of erosion, stormwater capture and storage or to otherwise reduce stormwater pollution, the control and elimination of invasive species, the planting of native species, the removal of waste and debris, prescribed burning, fuel hazard reduction, fencing out threats to existing or restored natural resources, road elimination, improving instream, riparian, or managed wetland habitat conditions, and other plant and wildlife habitat improvement to increase the natural system value of the property or coastal or ocean resource. Restoration also includes activities described in subdivision (b) of Section 79737 of the Water Code. Restoration projects shall include the planning, monitoring, and reporting necessary to ensure successful implementation of the project objectives.

Riparian Habitat - means lands that contain habitat which grows close to, and which depends upon, soil moisture from a nearby freshwater source.

Secretary - means the Secretary for Natural Resources or his/her representative.

Severely Disadvantaged Community - means a community with a median household income less than 60 percent of the statewide average.

State - means a political subdivision of the State of California.

Stewardship Monitoring Plan - means a plan to provide ongoing implementation and management associated with the acquisition of a conservation easement.

Willing Seller - means the project property owner(s) is/are a willing participant(s) in the proposed real property transaction and at a purchase price not to exceed fair market value, as verified by the State.

END OF GUIDELINES