

Meeting Date: January 27, 2016

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Request for Ratification of Revisions to the Proposition 1 Grant Guidelines and Grant Application Packet.

January 27, 2016

RECOMMENDATION

Staff recommends ratification of revisions to the Grant Guidelines and Grant Application Packet, pending discussion of suggested revisions.

BACKGROUND

In making revisions to the Grant Guidelines and the Grant Application Packet that resulted from the Board decision to resolicit for concept proposals, the Executive Officer made unrelated additional changes to clarify the full proposal review process, clarify technical review panel participants, and include the expectation of a site visit for each proposed project during the full proposal review process prior to grant awards. Please see red-line changes in Attachment 2.

Additionally, at the December 4th, Program and Policy Subcommittee meeting, 2 county representatives expressed concern that it may not be feasible for applicants to obtain County Board of Supervisor Resolutions in favor of their proposed projects within the allotted time to prepare a full proposal. The Subcommittee suggested that this issue be discussed by the full Board and any resulting changes to the Guidelines and Grant Application Packet be ratified.

Contact Person:

Campbell Ingram, Executive Officer
Sacramento-San Joaquin Delta Conservancy
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SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

REVISED GRANT APPLICATION PACKET

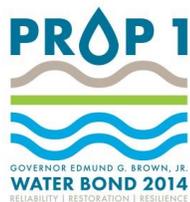
Fiscal Year 2015-16

PROPOSITION 1

**Delta Conservancy Ecosystem Restoration and Water
Quality Grant Program**

FUNDED BY THE

**Water Quality, Supply, and Infrastructure
Improvement Act of 2014**



Introduction

The Sacramento-San Joaquin Delta Conservancy (Conservancy) has prepared this Grant Application Packet (GAP) to provide instructions for completing the required concept proposal and full proposal for a Conservancy Ecosystem Restoration and Water Quality grant from Proposition 1 (Prop.1). This GAP provides all forms necessary to complete a successful application. Before following the instructions in the GAP, it is necessary for applicants to read the Ecosystem Restoration and Water Quality Grant Guidelines (Guidelines). In addition to providing information about the grant categories, the Guidelines contain critical instructions and requirements regarding qualifying criteria.

The information in the Guidelines and the GAP must be used together to construct an eligible and complete concept proposal and full proposal.

Proposal Solicitation

A. Applying for a Grant

~~Prospective applicants are encouraged to attend~~The Conservancy held a proposal submission workshop ~~before completing or submitting a concept proposal~~ on August 12, 2015. Questions received at the proposal submission workshop, or subsequently over the phone or via email, ~~will have been~~ posted on the Conservancy's Prop. 1 Grant Program web page to assist others with similar questions. If potential applicants have questions that are not answered on the Conservancy's Grant Program web page ~~or via the proposal submission workshop~~, potential applicants are encouraged to contact Conservancy staff BEFORE submitting a concept proposal. Once a concept proposal has been submitted, Conservancy staff will only be able to offer status updates.

B. Grant Cycle and Important Dates

The Conservancy's grant cycle is ~~108~~ months. If all funds during a fiscal year are expended but proposals have been submitted that otherwise could be approved for funding, these proposals may be held and re-considered during the next grant cycle.

Important dates for the 2015-16 grant cycle are:

- ~~2nd~~ Concept Proposal Solicitation – ~~August 3~~ November 5, 2015 to ~~September 15~~ December 18, 2015
- Board Approval of Concept Proposals – ~~November 4, 2015~~ January 27, 2016
- Full Proposal Solicitation – ~~November 9, 2015 to~~ January 29, 2016 to March 11, 2016
- Board Approval of Full Proposals – ~~March 23~~ May 25, 2016

C. Grant Categories and Funding Levels

There are two grant categories in this grant cycle. Category 1 proposals are limited to pre-project activities (e.g., planning, permits, etc.) that are necessary for a specific future on-the-ground project that meets the Conservancy Prop. 1 Grant Program criteria. Category 2 proposals are on-the-ground implementation projects. A maximum of \$450,000 is available for Category 1 proposals. Category 1 proposals may range from \$20,000 to \$100,000. Please note that the awarding of a Category 1 grant for a project does not guarantee that a Category 2 grant will be awarded for the same project. A maximum of \$8,550,000 is available during each funding cycle for Category 2 proposals. Category 2 proposals may range from \$25,000 to \$2,000,000.

Proposal Selection

Those interested in applying for Prop. 1 funds through the Conservancy ~~are encouraged to attend a proposal workshop. The applicant~~ must submit a concept proposal, which must clearly demonstrate the value of the project and provide the Conservancy with adequate information to evaluate the project. The concept proposal will be scored by Conservancy staff based on the concept proposal evaluation criteria.

If the concept proposal meets the scoring threshold of 85 points (as well as all concept proposal requirements), the applicant will be invited to submit a full proposal. Please note that a project's full proposal documents will not be accepted unless a completed concept proposal has been submitted for review, scored, and the Conservancy requests a full proposal.

Full proposals will be reviewed and scored by the Conservancy grant team, ~~a professional (technical) review team, and a peer review team (in coordination and consultation with the Department of Fish and Wildlife's peer review process) and a professional review panel~~ to evaluate benefits, project design and readiness, and other factors (see full proposal evaluation criteria below). The professional review panel will be made up of state and federal agency technical experts, and peer review teams will review staff's evaluation and scoring of full proposals to provide an independent review of staff's evaluation and scoring. A minimum of 85 points are required for a full proposal to be considered for funding. Conservancy staff will conduct a project site visit with each eligible applicant.

If a project scores 85 points or higher during either the concept or full proposal stages but cannot demonstrate strong local support or a lack of significant conflict from local interests, the Conservancy reserves the right not to fund the project until the conflict is satisfactorily resolved.

Funding recommendation(s) will be made by staff and scheduled for a Board meeting agenda as an action item at the direction of the Executive Officer. The Board will be provided with a list of all proposals received, and a staff recommendation for projects to be funded.

Proposals and scoring information will be made available upon request.

If a grant proposal is approved, Conservancy staff will work with the applicant to complete a grant agreement that outlines reporting requirements, specific performance measures, invoice protocol, and grant funding disbursal.

A. Concept Proposal Evaluation Criteria

Concept proposals will be evaluated by Conservancy staff using the following criteria. If a project scores a minimum of 85 points (out of 100), applicants will be invited to submit a full proposal. The number in parentheses reflects the maximum number of points allocated to each category.

Project Description and Organizational Capacity

1. A clear project description including location, need, goals and objectives, tasks, deliverables, and budget (requested funds and cost share contributions). Explain related experience, qualifications of all individuals working on the project, and examples of similar projects (10).

State Priorities/Project Benefits

2. Tangible results from the project that further Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans (15).
3. The degree to which the project has multiple benefits (10).
4. The extent to which climate change considerations were taken into account. If an agricultural sustainability project, the extent to which the impacts of climate change are vetted and deemed relevant or applicable to the project (10).

Readiness

5. The design and readiness of the project:
 - a. If a Category 1 project, this means an understanding of how the planning activities relate to the entire project, the permits and plans needed, and data gaps (~~40~~15);
 - b. If a Category 2 project, this means the completeness of the design and the readiness of the project to begin (~~40~~15).

Local Support

6. The degree to which potentially affected parties, including local government and the Delta Protection Commission, have been informed and consulted, good neighbor policies have been adopted and will inform the implementation of the project, and the Agricultural Land Stewardship Strategies (see link in Appendix B) have been applied (~~5~~7).
7. The degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships. Full points will be provided only if ~~a letter~~ letters of support from applicable local government entities are included (5).

Scientific Merit and Performance Measures

8. The extent to which the scientific basis of the proposed project is clearly described and the degree to which best available science and adaptive management practices have been adopted and will be implemented. If scientific basis and adaptive management are not relevant for this project (e.g., a sustainable agriculture project), the extent to which best industry practices are used (10).
9. The extent to which the applicant demonstrates the project objectives including outcomes and outputs (10).

Funding: Cost Share and Leveraging

10. The degree to which the project develops a cost share with private, federal, or local funding to maximize benefits and outcomes. For every 510 percent of cost share, a project will score one point for this evaluation ~~criteria~~critierion, to a maximum of ~~105~~ points (1-~~105~~).
11. The degree to which the project leverages other state funds (~~53~~).

B. Full Proposal Evaluation Criteria

If a concept proposal scores a minimum of 85 points and a full proposal is invited, full proposals will be evaluated using the following criteria (for a maximum of 100 points). Projects will need a score of 85 points or better to be considered for funding.

Project Description and Organizational Capacity

1. Does the applicant provide a clear description of the project including the needs for the project, project objectives, tasks, deliverables, and budget. More specifically, how well can the applicant manage and complete the proposed project considering related experience, readiness, and staff qualifications and knowledge; and what is the applicant's performance on prior federal or state assistance agreements awarded in the past three years (10).

State Priorities/ Project Benefits

2. How well does the project demonstrate consistency with Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans. Projects should demonstrate consistency with regional plans to show the multibenefit outcome of the project (see Appendix B of the Grant Guidelines for a list of relevant plans), and with Delta Plan policies (15).
3. How well does the applicant explain plans for long-term management and sustainability beyond the term of the grant proposal, and if a Category 2 Restoration and Enhancement or Water Quality project, (a) third party monitoring and verification of the pre-project conditions, post-project habitat conditions, and the maintenance of habitat

beyond the terms of the project; and (b) an adaptive management plan as required and defined in the Delta Plan regulations that considers threats to habitat including climate change (5).

4. The extent which climate change considerations were taken into account. If an agricultural sustainability project, the extent to which the impacts of climate change are vetted and deemed relevant or applicable to the project (5).

Readiness

5. How well does the applicant provide a (a) detailed project plan or implementation schedule; and (b) budget with reasonable costs and clear identification of grant funds and cost share contributions (~~40~~15).

Local support

6. The degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands and is part of larger plans or identified partnerships. Full points will be provided only if ~~a resolution~~resolutions of support from applicable local government entities are included (57).
7. How well does the applicant demonstrate appropriate and necessary partnerships to help implement the project (5).
8. How well does the project avoid, reduce, or mitigate conflicts with existing and adjacent land uses, incorporate voluntary landowner participation that allows working agricultural landscapes to remain in production while also producing high quality habitat for species, and apply the Agricultural Land Stewardship Strategies, if applicable (see link in Appendix B) (5).

Funding: Cost Share and Leveraging

9. The degree to which the project develops a cost share with private, federal, or local funding to maximize benefits and outcomes. For every ~~5~~10 percent of cost share, a project will score one point for this evaluation ~~criteria~~criteria, to a maximum of ~~10~~5 points (1-~~10~~5).
10. The degree to which the project leverages other state funds (~~5~~3).

Scientific Merit and Performance Measures

11. How well does the project demonstrate a plan for achieving expected project outputs and objectives, including a plan for measuring, tracking, and reporting progress toward achieving these results. Projects should demonstrate the plan and approach for reporting project results or methods to state or local government agencies within and beyond their own organization (10).
12. The extent to which the scientific basis of the proposed project is clearly described and the degree to which best available science and adaptive management practices have been adopted and will be implemented. If scientific basis and adaptive management are

Appendix D: California Conservation Corps Guidelines

California Conservation Corps and Certified Community Conservation Corps

Proposition 1 - Water Bond Guidelines – Chapter 6

Corps Consultation Process

June 2015

This process has been developed to ensure compliance with Division 26.7 of the Water Code, Chapter 6, Section 79734 that specifies the involvement of the CCC and the certified community conservation corps (as represented by the California Association of Local Conservation Corps-CALCC).

Section 79734 states “For restoration and ecosystem protection projects funded pursuant to this chapter, the services of the California Conservation Corps or a local conservation corps certified by the California Conservation Corps ***shall be used whenever feasible.***”

Applicants for funds to complete restoration and ecosystem protection projects ***shall*** consult with representatives of the California Conservation Corps (CCC) AND the California Association of Local Conservation Corps (CALCC), the entity representing the certified community conservation corps, to determine the feasibility of the Corps participation. Unless otherwise exempted (see notes below), applicants that fail to engage in such consultation should not be eligible to receive Chapter 6 funds. CCC and CALCC have developed the following consultation process for inclusion in Prop 1 – Chapter 6 project and/or grant program guidelines:

Step 1: Prior to submittal of an application or project plan to the Funder, Applicant prepares the following information for submission to both the California Conservation Corps (CCC) and CALCC (who represents the certified community conservation corps):

- Project Title
- Project Description (identifying key project activities and deliverables)
- Project Map (showing project location)
- Project Implementation estimated start and end dates

Step 2: Applicant submits the forgoing information via email concurrently to the CCC and CALCC representatives:

California Conservation Corps representative:

Name: CCC Prop 1 Coordinator Email: Prop1@ccc.ca.gov
Phone: (916) 341-3100

California Association of Local Conservation Corps representative:

Name: Crystal Muhlenkamp Email:
inquiry@prop1communitycorps.org
Phone: 916-426-9170 ext. 0

Step 3: Within five 5 business days of receiving the project information, the CCC and CALCC representatives will review the submitted information, contact the applicant if necessary, and respond to the applicant with a Corps Consultation Review Document (template attached) informing them:

- (1) It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project; or

- (2) It is feasible for the CCC and/or certified community conservation corps services to be used on the project and identifying the aspects of the project that can be accomplished with Corps services.

Note: While the Corps will take up to five days to review projects, applicants are encouraged to contact the CCC/CALCC representatives to discuss feasibility early in the project development process.

The Corps cannot guarantee a compliant review process for applicants who submit project information fewer than five business days before a deadline.

Step 4: Applicant submits application to Funder that includes Corps Consultation Review Document.

Step 5: Funder reviews applications. Applications that do not include documentation demonstrating that the Corps ~~have~~has been consulted will be deemed “noncompliant” and will not be considered for funding.

NOTES:

1. The Corps already have determined that it is not feasible to use their services on restoration and ecosystem protection projects that solely involve either planning or acquisition. Therefore, applicants seeking funds for such projects are exempt from the consultation requirement and should check the appropriate box on the Consultation Review Document.
2. An applicant that has been awarded funds to undertake a project where it has been determined that Corps services can be used must thereafter work with either the CCC or CALCC to develop a scope of work and enter into a contract with the appropriate Corps. Unless otherwise excused, failure to utilize a Corps on such a project will result in Funding Entities assessing a scoring penalty on the applicant’s future applications for Chapter 6 Funds.

**California Conservation Corps and Certified Community Conservation Corps
Proposition 1 - Water Bond
Corps Consultation Review Document
June 2015**

Unless an exempted project, this Corps Consultation Review Document must be completed by California Conservation Corps and Community Conservation Corps staff and accompany applications for projects or grants seeking funds through Proposition 1, Chapter 6, Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds. Non-exempt applications that do not include this document demonstrating that the Corps havehas been consulted will be deemed “noncompliant” and will not be considered for funding.

1. Name of Applicant: _____ Project Title: _____

Department/Conservancy to which you are applying for funding: _____

To be completed by Applicant:

Is this application solely for planning or acquisition?

- Yes (application is exempt from the requirement to consult with the Corps)
- No (proceed to #2)

To be completed by Corps:

This Consultation Review Document is being prepared by:

- The California Conservation Corps (CCC)
- California Association of Local Conservation Corps (CALCC)

2. Applicant has submitted the required information by email to the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC):

- Yes (applicant has submitted all necessary information to CCC and CALCC)
- No (applicant has not submitted all information or did not submit information to both Corps – application is deemed non-compliant)

3. After consulting with the project applicant, the CCC and CALCC has determined the following:

- It is NOT feasible for CCC and/or certified community conservation corps services to be used on the project (deemed compliant)
- It is feasible for the CCC and/or certified community conservation corps services to be used on the project and the following aspects of the project can be accomplished with Corps services (deemed compliant).

CCC AND CALCC REPRESENTATIVES WILL RETURN THIS FORM AS DOCUMENTATION OF CONSULTATION BY EMAIL TO APPLICANT WITHIN FIVE BUSINESS OF RECEIPT AS VERIFICATION OF CONSULTATION. APPLICANT WILL INCLUDE COPY OF THIS DOCUMENT AS PART OF THE PROJECT APPLICATION.



SACRAMENTO - SAN JOAQUIN

DELTA CONSERVANCY

A California State Agency

REVISED GRANT GUIDELINES

Fiscal Year 2015-16

PROPOSITION 1

**Delta Conservancy Ecosystem Restoration and Water
Quality Grant Program**

FUNDED BY THE

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Improvement Act of 2014**



Category 2 proposals may range in cost from a minimum of \$25,000 to a maximum of \$2,000,000.

B. Proposal Review and Selection Process

The following steps will be followed during a grant cycle:

- ~~Potential applicants are encouraged to attend~~The Conservancy held a proposal submission workshop ~~to learn about eligible projects and the proposal process.~~
- on August 12, 2015. Questions received at the proposal submission workshop, or subsequently over the phone or via email, and staff's response ~~will be~~have been posted on the Conservancy's Prop. 1 Grant Program web page to assist others with similar questions.
- If potential applicants have questions that are not answered on the Conservancy's Grant Program web page or via the proposal submission workshop, potential applicants are encouraged to contact Conservancy grant staff before submitting a proposal. Once a proposal has been submitted, Conservancy staff will only be able to provide status updates.
- Potential applicant submits a concept proposal (See Grant Application Packet). Only proposals submitted prior to the submission deadline will be considered.
- The concept proposals will be reviewed for administrative and technical purposes as outlined in the concept proposal evaluation criteria. If the concept proposal is complete, meets all concept proposal requirements, and scores a minimum of 85 points, a full proposal will be requested.
- Please note that a project's full proposal documents will not be accepted unless a completed concept proposal has been submitted for review, scored, and the Conservancy requests a full proposal. Only full proposals submitted prior to the deadline identified in the grant application packet will be considered.
- The full proposals will be reviewed and scored by the Conservancy grant team according to the proposal evaluation criteria below. ~~A technical review team will then provide an independent review of staff's evaluation and scoring. Conservancy staff will conduct a project site visit with each eligible applicant.~~
- The full proposals will also be reviewed by ~~a peer~~an independent professional review ~~team in coordination~~panel made up of state and ~~consultation with the Department of Fish and Wildlife's peer~~federal agency technical experts. The professional review ~~process. The peer review team~~panel will provide an additional independent review of staff's evaluation and scoring.
- Following ~~technical and peer~~professional review, the staff team will assign final scores to each application.

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8. The extent to which climate change considerations were taken into account. If an agricultural sustainability project, the extent to which the impacts of climate change are vetted and deemed relevant or applicable to the project (10).

Readiness

5. The design and readiness of the project:
 - a. If a Category 1 project, this means an understanding of how the planning activities relate to the entire project, the permits and plans needed, and data gaps (~~4~~15);
 - b. If a Category 2 project, this means the completeness of the design and the readiness of the project to begin (~~4~~15).

Local Support

12. The degree to which potentially affected parties, including local government and the Delta Protection Commission, have been informed and consulted, good neighbor policies have been adopted and will inform the implementation of the project, and the Agricultural Land Stewardship Strategies (see link in Appendix B) have been applied (~~5~~7).
13. The degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands, and is part of larger plans or identified partnerships. Full points will be provided only if ~~a letter~~letters of support from applicable local government entities are included (5).

Scientific Merit and Performance Measures

14. The extent to which the scientific basis of the proposed project is clearly described and the degree to which best available science and adaptive management practices have been adopted and will be implemented. If scientific basis and adaptive management are not relevant for this project (e.g., a sustainable agriculture project), the extent to which best industry practices are used (10).
15. The extent to which the applicant demonstrates the project objectives including outcomes and outputs (10).

Funding: Cost Share and Leveraging

16. The degree to which the project develops a cost share with private, federal, or local funding to maximize benefits and outcomes. For every ~~5~~10 percent of cost share, a project will score one point for this evaluation ~~criteria~~criteria, to a maximum of ~~4~~5 points. (~~1-4~~5).
17. The degree to which the project leverages other state funds (~~5~~3).

D. Evaluation Criteria for Full Proposal

If a concept proposal scores a minimum of 85 points and a full proposal is invited, full proposals will be evaluated using the following criteria (for a maximum of 100 points). Projects will need a score of 85 points or better to be considered for funding.

Project Description and Organizational Capacity

1. Does the applicant provide a clear description of the project including the needs for the project, project objectives, tasks, deliverables, and budget. More specifically, how well can the applicant manage and complete the proposed project considering related experience, readiness, and staff qualifications and knowledge; and what is the applicant's performance on prior federal or state assistance agreements awarded in the past three years (10).

State Priorities/ Project Benefits

2. How well does the project demonstrate consistency with Prop. 1 and state priorities, including implementation of the California Water Action Plan, the Conservancy's enabling legislation and Strategic Plan, the Delta Plan, and applicable recovery plans. Projects should demonstrate consistency with regional plans to show the multibenefit outcome of the project (see Appendix B of the Grant Guidelines for a list of relevant plans), and with Delta Plan policies (15).
3. How well does the applicant explain plans for long-term management and sustainability beyond the term of the grant proposal, and if a Category 2 Restoration and Enhancement or Water Quality project, (a) third party monitoring and verification of the pre-project conditions, post-project habitat conditions, and the maintenance of habitat beyond the terms of the project; and (b) an adaptive management plan as required and defined in the Delta Plan regulations that considers threats to habitat including climate change (5).
4. The extent which climate change considerations were taken into account. If an agricultural sustainability project, the extent to which the impacts of climate change are vetted and deemed relevant or applicable to the project (5).

Readiness

5. How well does the applicant provide a (a) detailed project plan or implementation schedule; and (b) budget with reasonable costs and clear identification of grant funds and cost share contributions (~~40~~15).

Local support

6. The degree to which the project has local support, is consistent with similar efforts on nearby or surrounding lands and is part of larger plans or identified partnerships. Full points will be provided only if ~~a resolution~~resolutions of support from applicable local government entities are included (~~5~~7).

7. How well does the applicant demonstrate appropriate and necessary partnerships to help implement the project (5).
8. How well does the project avoid, reduce, or mitigate conflicts with existing and adjacent land uses, incorporate voluntary landowner participation that allows working agricultural landscapes to remain in production while also producing high quality habitat for species, and apply the Agricultural Land Stewardship Strategies, if applicable (see link in Appendix B) (5).

Funding: Cost Share and Leveraging

9. The degree to which the project develops a cost share with private, federal, or local funding to maximize benefits and outcomes. For every ~~5~~10 percent of cost share, a project will score one point for this evaluation ~~criteria~~ critera ~~critera~~ critera, to a maximum of ~~10~~5 points (1-~~10~~5).
10. The degree to which the project leverages other state funds (~~5~~3).

Scientific Merit and Performance Measures

11. How well does the project demonstrate a plan for achieving expected project outputs and objectives, including a plan for measuring, monitoring, tracking, and reporting progress toward achieving these results. Projects should demonstrate the plan and approach for reporting project results or methods to state or local government agencies within and beyond their own organization (10).
12. The extent to which the scientific basis of the proposed project is clearly described and the degree to which best available science and adaptive management practices have been adopted and will be implemented. If scientific basis and adaptive management are not relevant for this project (e.g., a sustainable agriculture project), the extent to which best industry practices are used (10).
13. How well does the project employ new or innovative technology or practices, including decision support tools. If an agricultural sustainability proposal, how well does the project vet the relevancy and applicability of new or innovative technology or practices (5).

E Federal and Local Cost Share and State-Leveraged Funds

The Conservancy will provide points to proposals with a federal, local, or private cost share component (other state funds may not count toward the cost share). Cost sharing is the portion of the project not borne by the Conservancy grant monies. Cost sharing encourages collaboration and cooperation beyond in-kind and written support. Applicants are encouraged to develop a cost share program to support their project. Projects with a cost share component—depending on the degree of the cost share—could be ranked higher. ~~For every 5 percent of share, one point will be given to a maximum of a 50 percent cost share.~~ Only cost