

SAN DIEGO RIVER CONSERVANCY

PROPOSITION 1 GRANT PROGRAM FINAL GUIDELINES



FUNDED BY THE
Water Quality, Supply, and Infrastructure
Improvement Act of 2014

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I. Introduction

A. The San Diego River Conservancy

The San Diego River Conservancy (“Conservancy”) is a state agency, established in 2002, to work specifically within the San Diego River watershed to implement multi-benefit projects that protect and enhance the San Diego River and its connected resources. The Conservancy’s enabling legislation is Division 22.9 of the Public Resources Code. Division 22.9 authorizes the Conservancy to undertake projects and award grants to achieve the goals set forth in Division 22.9. The Conservancy works along the entire length of the San Diego River, from its mouth in the City of San Diego at Ocean Beach to its headwaters in the mountains near Julian, California. This area also includes all of the contributing area to the San Diego River (its “watershed”) consisting of several streams, reservoirs, wetlands, the estuary and uplands. A map of the Conservancy’s jurisdiction can be viewed at www.sdrca.gov.

The Conservancy provides technical assistance through its staff and it provides grant funds to help develop and implement projects that achieve its goals. The Conservancy develops and supports multi-benefit projects that advance a number of goals, including:

- protecting the natural and scenic beauty of the San Diego River
- improving water quality
- enhancing wildlife habitats
- removing invasive plant species from the river corridor and its tributaries to enhance habitat, reduce flood and fire risk and promote the re-establishment of the area’s native species
- helping people recreate and enjoy the developing San Diego River Park and associated open spaces
- promoting cultural and historical interpretation of the San Diego River and its people, including the history of how the search and development of water resources, including the San Diego River, have defined the area’s history.

The Conservancy has an adopted *Strategic Plan [Update] 2018-2023*, which identifies the Conservancy’s goals and objectives through 2023. The Conservancy’s Strategic Plan [Update] is consistent with Proposition 1 priorities, specifically: Program 1 *Conserve Land Along the San Diego River*; Program 3 *Preserve and Restore Natural Resources*; and Program 5 *Enhance Water Quality and Natural Flood Conveyance*. The Conservancy’s existing program areas address several of the purposes outlined in section 79732 of Proposition 1. The Conservancy’s Proposition 1 funded grants will be consistent with specific purposes in section 79732 and the applicable program areas outlined in the Conservancy’s Strategic Plan [Update] above.

B. Proposition 1

The Water Quality, Supply, and Infrastructure Improvement Act of 2014 (“Prop 1”) was approved by voters in November 2014. Prop 1 is codified as Division 26.7 of the Water Code. The purposes of Prop 1 include generating funding to address water quality, water supply and watershed protection and restoration. Chapter 6 of Prop 1 allocated \$17 million to the Conservancy for competitive grants for multibenefit ecosystem and watershed protection and restoration projects, Water Code Section 79731(e).

II. Program Purposes, Required Criteria and Eligibility

A. Purpose of Proposition 1 Grant Program Guidelines

These Proposition 1 Grant Program Guidelines (“Prop 1 Guidelines”) establish the process and criteria that the Conservancy will use to solicit applications, evaluate proposals, and award grants, pursuant to Prop 1. All projects funded by the Conservancy with Prop 1 must be consistent with the Conservancy’s enabling legislation, its Strategic Plan [Update], its project selection criteria and Prop 1. These Prop 1 Guidelines identify the additional requirements applicable to Prop 1 funded projects and the project evaluation process for those projects. These Guidelines are adopted pursuant to Water Code Section 79706(a).

Prior to finalizing the guidelines, the Conservancy posted the draft guidelines on its website for 30 days and then held two public meetings, as a means to solicit and consider public comments. The California Natural Resources Agency (CNRA) also posted the draft guidelines on its website and will post the final guidelines on the bond accountability website along with a verification that the guidelines are consistent with applicable statutes (CWC § 79708[d]).

B. Conservancy Required Project Selection Criteria

The Conservancy’s Governing Board adopted these *Prop 1 Guidelines*, on <<insert date>> , which set forth the evaluation criteria for the Conservancy’s Prop 1 grant program. The Conservancy Program Guidelines consist of required criteria that must be satisfied by all projects and additional criteria that are not mandatory, but are taken into account for purposes of priority. The required selection criteria are:

- **Location** (must be within the San Diego River watershed)
- **Promotion of the Conservancy’s statutory programs, purposes and strategic plan elements applicable to the purposes of Prop 1**
- **Consistency with purposes of the funding source (Prop 1)**
- **Promotion and implementation of state plans and policies** (specific plans and policies that are being considered or implemented)
- **Letter of Support from the jurisdiction and department in which the project is proposed**
- **Need** (desired project or result will not occur without Conservancy participation)

- **Site Control/Land Tenure**
- **California Indian Tribal consultation** (pursuant to AB 52)

C. Purposes of Proposition 1, Chapter 6

The funding from Prop 1 allocated to the Conservancy comes from Chapter 6, "Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds." Chapter 6 of Prop 1 sets forth 13 specific purposes for the allocation of funds to the Conservancy ("Chapter 6 purposes"), Water Code Section 79732(a). All Prop 1 grants funded by the Conservancy must achieve at least one of these Chapter 6 purposes.

- 1) Protect and increase the economic benefits arising from healthy watersheds, fishery resources and instream flow.
- 2) Implement watershed adaptation projects in order to reduce the impacts of climate change on communities and ecosystems.
- 3) Restore river parkways throughout the state, including but not limited to projects pursuant to the California River Parkway Act of 2004 and urban river greenways
- 4) Protect and restore aquatic, wetland and migratory bird ecosystems including fish and wildlife corridors and the acquisition of water rights for instream flow.
- 5) Fulfill the obligations of the state of California in complying with the terms of multiparty settlement agreements related to water resources.
- 6) Remove barriers to fish passage.
- 7) Collaborate with federal agencies in the protection of fish native to California and wetlands in the central valley of California.
- 8) Implement fuel treatment projects to reduce wildfire risks, protect watersheds tributary to water storage facilities and promote watershed health.
- 9) Protect and restore rural and urban watershed health to improve watershed storage capacity, forest health, protection of life and property, stormwater resource management, and greenhouse gas reduction.
- 10) Protect and restore coastal watersheds, including, but not limited to, bays, marine estuaries, and nearshore ecosystems.

- 11) Reduce pollution or contamination of rivers, lakes, streams, or coastal waters, prevent and remediate mercury contamination from legacy mines, and protect or restore natural system functions that contribute to water supply, water quality, or flood management.
- 12) Assist in the recovery of endangered, threatened, or migratory species by improving watershed health, instream flows, fish passage, coastal or inland wetland restoration, or other means, such as natural community conservation plan and habitat conservation plan implementation.
- 13) Assist in water-related agricultural sustainability projects.

D. Promotion and Implementation of State Plans and Policies

Both Prop 1 and the Conservancy Program Guidelines require that projects be consistent with statewide plans and priorities as identified in the California Water Action Plan, and other state plans.

E. Eligible Grantees

To be eligible for Prop 1 funding, projects must be consistent with the Conservancy's enabling legislation, meet the Conservancy's required project selection criteria, support the Conservancy's Strategic Plan [Update] and advance at least one of the purposes of Chapter 6 of Prop 1.

Applicants eligible for Prop 1 grant funding from the Conservancy are:

- Public agencies, including any city, county, city and county, district, joint powers authority, state agency, public college, and public university.
- Any private, nonprofit organization that qualifies under Section 501(c)(3) of the United States Internal Revenue Code, and whose purposes are consistent with the Conservancy's enabling legislation (Division 21 of the Public Resources Code).
- Native American Tribes that are either federally recognized or listed on the Native American Heritage Commission's California Tribal Consultation List.

Grant proposals from federal agencies, private individuals or for-profit enterprises will not be accepted.

The Conservancy 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, including, but not limited to the Conservancy.

Incomplete applications may not be evaluated or considered for funding.

F. Confidentiality

Proposals and applications submitted to the Conservancy are public documents.

G. Project Eligibility

Prop 1 funds must be spent consistent with the General Obligation Bond Law, Government Code Section 16727. In general, this means projects must entail the construction or acquisition of capital assets and/or activities that are incidentally, but directly related to construction or acquisition.

Prop 1 contains additional provisions that may make some projects ineligible, these include:

- All projects funded by Prop 1 must be consistent with the Porter-Cologne Water Quality Control Act (Division 7 of the Water Code) and the State's five-year infrastructure plan prepared pursuant to Government Code section 13100.
- Prop 1 cannot be used to fund acquisitions of land by eminent domain. Water Code Section 79711(g).
- Prop 1 funds may only be used for projects that will provide benefits or improvements that are greater than required applicable environmental mitigation measures or compliance obligations.

H. Labor Code Compliance

Grantees are bound by all the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from the grant agreement to assure that the prevailing wage provisions of the Labor Code are being met.

The grantee shall pay prevailing wage to all persons employed in the performance of any part of the project if required by law to do so. Any questions of interpretation regarding the CLC should be directed to the Director of the Department of Industrial Relations (DIR), the department having jurisdiction in these matters. For more details, please refer to the DIR [website](#).

I. Permit Compliance

Activities funded under this grant program must be in compliance with applicable local, state and federal laws and regulations, including, but not limited to, the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and other permitting requirements. Applicant should complete Permit

Approval Status and include copies of all project permits issued in application package.

If Environmental Review compliance is not *completed* by the applicant at time of full application package, a summary of all Environmental Review documents shall be included with the Letter from the Lead Agency.

J. Signage

Grantees will include signage, to the extent practicable, informing the public that the project received funds, through the Conservancy's grant application process for the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (CWC §79707[g]). Sign layout must be approved by Conservancy prior to production.

Types of Signs

- 1) Construction - A sign acknowledging the funding source is required during construction.
- 2) Post Completion - All grantees are required to post a sign at the project site upon completion of the project. The sign must be available for the final inspection of the project and be in place for a minimum of four (4) years from date of project completion. There is no minimum or maximum size for the logo as long as the sign contains the required wording, and is approved by the Conservancy.

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

K. Monitoring Requirements

All grant proposals must include a monitoring and reporting component that explains how the effectiveness of the project will be measured and reported. The monitoring and reporting component will vary depending on the scope and nature of the project. Each proposal will describe the type of monitoring to be conducted (e.g., compliance and effectiveness monitoring); what will be measured; sampling or survey methods to be used; how the resulting data will be analyzed, interpreted, and reported; and how data will be managed and disseminated to the public, participants, stakeholders, and the State. A key attribute will be the inclusion of project-specific performance measures that will be used to assess progress toward achieving the project's stated objectives.

Where appropriate, projects must include data management activities that support incorporation of project data into statewide data systems. If the project includes water quality monitoring data collection, it shall be collected and reported to the State Resources Control Board (SWRCB) in a manner that is compatible and

consistent with surface water monitoring or groundwater data systems administered by the SWRCB (e.g., California Environmental Data Exchange Network [CEDEN] for surface water data) (CWC §79704). Any watershed monitoring data shall be collected and reported to the Department of Conservation in a manner that is compatible and consistent with the statewide watershed program administered by the Department of Conservation (CWC §79704).

All grantees will be required to provide periodic progress reports and a final report. Additional specifications concerning performance measures, monitoring requirements, data management, quality assurance/quality control and reporting desired by the Conservancy or required by law will be provided in each solicitation or in the grant agreement.

III. Grant Application Process and Timeline

A. Grant Application

A grant application form will be posted on the Conservancy's website and may be updated periodically. The Conservancy may elect to solicit targeted proposals for a specific type of project for some of the solicitation periods.

B. Grant Solicitation Periods

There will be one grant solicitation period for each of the Conservancy's appropriation periods of funds, generally once a year, beginning in July. Annually, an announcement with key action dates will be posted on the Conservancy's website (<http://sdrca.gov/>) opening a 30-day concept proposal submission phase. Further guidelines as to the format of concept proposal will be included in the announcement. The Conservancy will meet with potential applicants, conduct site reviews as necessary and select which proposals meet the minimum criteria to be invited to submit full proposals. Full proposals will be due generally within 30-45 days of closing of the concept proposal period. The exact deadline for full proposals to be received will be announced at the end of the 30-day concept proposal period. For other rounds of funding, key action dates will be posted on the Conservancy's website. Conservancy staff and outside experts will score and rank proposals. Proposals will be recommended for funding at a regularly scheduled Conservancy Board Meeting.

The Conservancy may extend the solicitation period if the total dollar amount requested in proposals received does not exceed the Conservancy's appropriation. Proposals received after the initial solicitation period will be accepted 30 days prior to each Conservancy Board Meeting and scored in the same manner as other proposals. Proposals will be ranked against one another during these periods to ensure a competitive process. Concept proposals that are not invited to submit a full proposal in the initial or subsequent submissions periods will be described as to their deficiencies and reported to the Board on a continuing basis. Project applicants are

encouraged to seek technical assistance from the Conservancy on how to address any deficiencies for future submissions.

C. Application Process

Completeness

Grant applications will be initially reviewed for completeness. Incomplete grant applications will be returned to the applicant.

Screening

Conservancy staff will screen complete grant applications to ensure that:

- the project meets the Conservancy's required grant selection criteria of the Conservancy Program Guidelines,
- the project is consistent with the Conservancy's Strategic Plan [Update],
- the project consists of work that is eligible for bond funds under the General Obligation Bond Law,
- the grantee is an eligible entity, and
- the project meets at least one of the Chapter 6 Purposes.

Applications that do not pass the screening process will not proceed to the scoring process. The Conservancy has discretion to either return the application or assist the applicant with gathering additional information and modifying the proposal to enable the application to pass the screening process.

Scoring

Complete applications that have passed the screening process will be reviewed and scored by Conservancy staff. Staff will include, as needed, State and federal agency staff and others with relevant expertise. Outside professionals, including consultants, may be used to review some applications. All reviewers will be required to document that they do not have a conflict of interest in reviewing any proposals.

All reviewers will score each proposal in accordance with section D below.

Applications with an average score of 75 or better will qualify for grants.

Conservancy staff will formulate and concur with one score per criteria for each proposal based on their expertise, experience and the input from subject matter experts as appropriate. Each proposal will receive one final score from which to compare and rank against other proposals.

D. Evaluation Criteria:

- 1) The project is within the jurisdiction of the San Diego River Conservancy (San Diego watershed) – required. (pass/fail)
- 2) The extent to which the project achieves one or more of the purposes of Chapter 6 of Prop 1. (19 points)

- 3) The extent to which the application includes a complete, reasonable and well thought out proposed scope of work, budget and schedule. (16 points)
- 4) The extent to which the project promotes and implements state and/or regional plans and policies. (8 points)
- 5) The extent to which the project employs new or innovative technology or practices. (6 points)
- 6) The extent to which the applicant demonstrates a clear and reasonable method for measuring and reporting the effectiveness of the project. (10 points)
- 7) The extent to which the project provides multiple benefits. (6 points)
- 8) Whether the project reflects best available science. (9 points)
- 9) The extent to which the project has support from the jurisdiction over the location of the project - required. (pass/fail)
- 10) The extent to which the applicant demonstrates experience successfully implementing similar projects or demonstrates appropriate and necessary partnerships to complete the project. (18 points)
- 11) The project is in a disadvantaged community. "Disadvantaged community" means a community with an annual median household income that is less than 80 percent of the statewide annual median household income. (7 points)
- 12) The Conservancy will award up to 14 points to applicants with significant matching funds. In addition, the Conservancy will provide a summary of the total leverage of Conservancy funds in an annual financial report to the Conservancy Board.

E. Board Reports

Staff will determine which qualified applications to recommend to the Conservancy Board for funding, taking into account the score as well as other factors including how well the project meets the Conservancy Program Guidelines, its Strategic Plan [Update], and the availability of funds.

F. Board Meetings

No grant shall be awarded unless the Conservancy's Board has approved the grant at a public meeting. The Conservancy typically holds six public meetings per calendar year. The meeting schedule will be published on the Conservancy's website. The agenda for each public meeting will be published on the Conservancy's website ten days in advance of the meeting. Conservancy staff will prepare a report for each proposed grant presented to the Conservancy Board at a public meeting. The staff report will describe the project and explain how the project is consistent with the Conservancy's enabling legislation, the Conservancy Program Guidelines, the Conservancy's Strategic Plan [Update], the California Water Action Plan and the evaluation criteria in these Prop 1 Grant Program Guidelines.

G. Grant Agreement

Once the Conservancy's Governing Board has approved funding a grant, Conservancy staff will prepare a grant agreement setting forth the terms and conditions of the grant. The grantee must sign the grant agreement and comply with conditions in order to receive funds. Payments under the grant will be made on a reimbursement basis. Grantee pays for services, products or supplies, submits invoice and proof of payment and then is reimbursed by the State.

IV. Additional Information

A. Available Funding

The Conservancy expects to grant approximately \$2 million every other year through FY 2026; however, the amount of funds available will depend upon the amount appropriated to the Conservancy by the State Legislature each year. The amount awarded will also depend on the quality of the proposals submitted.

B. California Conservation Corps consultation

For restoration and ecosystem protection projects under this program, the services of the California Conservation Corps (CCC) or a local conservation corps certified by the California Conservation Corps shall be used whenever feasible. "Feasible" as defined in Public Resources Code § 21061.1. means, capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, social, and technological factors. All applicants must include in their application a determination of feasibility for using the services of the California Conservation Corps or a local conservation Corps certified by the California Conservation Corps. The CCC has provided guidance on the process for consultation in determining feasibility (Appendix A).

C. Grant Provisions

Typical grant agreement provisions include:

- Actual awards are conditional upon funds being available from the Conservancy.

- Grantees must submit a detailed project work program and budget for approval by the Conservancy.
- Grant funds will only be paid in arrears on a reimbursement basis.
- Grantees may be required to reimburse the Conservancy for some or all of the disbursed grant funds if the project is not completed.
- Grantees must have liability insurance.

D. Land Acquisitions must include Memorandum of Unrecorded Grant Agreement (MOUGA) / Deed Restrictions and Easements

For land acquisition projects funded under this agreement, the Grantee will accept, sign, and record against the subject property a Memorandum of Unrecorded Grant Agreement (MOUGA) / Deed Restrictions/ conservation easements, to define the Conservancy's interest in the property.

E. Eligible Costs

Direct project-related costs to be incurred during the project performance period, specified in the Grant Agreement, will be eligible for reimbursement. Indirect costs, mark ups on directed costs and costs incurred outside of the project performance period will not be reimbursed.

F. Payment of Grant Funds

Funds cannot be disbursed until there is a fully-executed grant agreement between the Conservancy and grantee and satisfactory site control, including an operations and maintenance agreement; CEQA / NEPA (if applicable) is completed; and signage is installed.

Development Projects

- Payments are 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 Conservancy). It generally takes 4-6 weeks to receive payment once a complete payment request is submitted.
- Ten percent (10%) of the amounts submitted for reimbursement may be withheld and issued as a final payment upon project completion.

Acquisition Projects

- Conservancy-approved purchase price, together with eligible acquisition costs, may be advanced into an escrow account within 60 days of close of escrow. All disbursements may be subject to a ten percent (10%) retention, withheld at the sole discretion of the Conservancy.
- The remainder of the grant, if any, shall be available on a reimbursable basis for other eligible project costs.

G. Environmental Documents

The Conservancy is required to comply with the California Environmental Quality Act (CEQA). Grant applicants should consider whether their proposed project will trigger the need for an Environmental Impact Report, Negative Declaration or whether a CEQA exemption applies. How CEQA applies and the status of CEQA compliance must be addressed in the grant application. Applicant should list and discuss any other potential permits needed for their project.

H. Grant Administration

General Process

- 1) Conservancy and grantee work together to finalize cost estimate, timeline and project scope.
- 2) Conservancy sends grant agreement and materials for grant administration to grantee.
- 3) Grantee signs and returns all required copies back to the Conservancy for signature. (A fully executed copy will be returned to grantee).
- 4) Grantee submits completed appraisal, purchase documents, etc., for Conservancy review (acquisition projects only) .
- 5) Grantee commences preliminary work (planning/design/CEQA, etc.) on the project and submits requests for reimbursements, as applicable.
- 6) Grantee submits CEQA compliance documentation.
- 7) Grantee submits preliminary plans to Conservancy for review.
- 8) Grantee submits final site plans, bid documents, cost estimate (as applicable) for review by the Conservancy prior to commencing with construction, and verification that all required permits are secured.
- 9) Grantee posts signs at a visible spot on the site acknowledging source of funds.
- 10) Grantee commences construction work on the project and may submit payment requests for reimbursement of project expenditures.
- 11) Conservancy may schedule periodic on-site visits and request periodic progress reports from the grantee.
- 12) Grantee completes project and submits project completion documents (to be provided under separate cover).
- 13) Conservancy makes final project inspection and processes final payment.

I. Responsibility of the Grantee

The grantee will be responsible for carrying out the work agreed to and for managing finances, including but not limited to, invoicing, payments to subcontractors, accounting and financial auditing, and other project management duties including reporting requirements. All eligible costs must be supported by appropriate documentation. The solicitation shall describe the documentation required to support cost claims.

J. Loss of Funding

Work performed under the grant agreement is subject to availability of funds through the State's normal budget process. If funding for the grant agreement is reduced, deleted, or delayed by the Budget Act or through other budget control actions, the Conservancy shall have the option to: cancel the grant agreement, offer to the grantee a grant agreement amendment reflecting the reduced amount, or to suspend work. In the event of cancellation or suspension of work, the Conservancy shall provide written notice to the grantee and be liable for payment for any work completed pursuant to the agreement up to the date of the written notice. The Conservancy shall have no liability for payment for work undertaken after such date. In the event of a suspension of work, the Conservancy may remove the suspension of work through written notice to the grantee. The Conservancy shall be liable for payment for work completed from the date of written notice of the removal of the suspension of work forward, consistent with other terms of the grant agreement. In no event shall the Conservancy be liable to the grantee for any costs or damages associated with any period of suspension invoked pursuant to this provision, nor shall the Conservancy be liable for any costs in the event that, after a suspension, no funds are available and the grant agreement is then cancelled based on budget contingencies.

Actions of the State that may lead to suspension or cancellation include, but are not limited to:

- Lack of appropriated funds;
- Executive order directing suspension or cancellation of grant agreements; or
- The Conservancy or CNRA directive requiring suspension or cancellation of grant agreements.

Actions of the grantee that may lead to suspension or cancellation of the grant agreement include, but are not limited to:

- Failing to execute an agreement with the Conservancy within six months;
- Withdrawing from the grant program;
- Losing willing seller(s);
- Failing to submit required documentation within the time periods specified in the grant agreement;
- Failing to submit evidence of environmental or permit compliance as specified by the grant agreement;
- Changing project scope without prior approval from the Conservancy;
- Failing to complete the project;
- Failing to demonstrate sufficient progress; or
- Failing to comply with pertinent laws;

- Property cannot be acquired at or below approved fair market value (pursuant to appraisal review by the Department of General Services);
- Grantee fails to demonstrate project sustainability to meet minimum required useful life;
- Grantee is unable to secure adequate land tenure/site control.

K. Project Monitoring and Reporting

All grant applications must include a monitoring and reporting component that explains how the effectiveness of the project will be measured and reported. The monitoring and reporting component will vary depending on the nature of the project. In addition, Conservancy staff will work with grantees to develop appropriate monitoring and reporting templates and procedures.

References

Assembly Bill 1471. Text of Proposition 1

<http://vig.cdn.sos.ca.gov/2014/general/en/pdf/text-of-proposed-law-prop1.pdf>

California Water Action Plan

http://resources.ca.gov/docs/california_water_action_plan/Final_California_Water_Action_Plan.pdf

San Diego River Conservancy Strategic Plan [Update] 2018-2023

http://www.sdrc.ca.gov/docs/StratPlan_update_2012-2017_Final.pdf

San Diego River Watershed Management Area Water Quality Improvement Plan

http://www.projectcleanwater.org/images/SDR_WQIP/sdr_b.3_chapter_12-17-2014.pdf

San Diego Integrated Regional Water Management Plan

<http://sdirwmp.org/2013-irwm-plan-update#codeword>

NRA Bond Accountability Website. Proposition 1 Overview

<http://bondaccountability.resources.ca.gov/p1.aspx>

APPENDIX A

Recommended Corps Consultation Guidelines

Chapter 6, Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds

Division 26.7 of the Water Code, Chapter 6, Section 79734 requires that: “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.**”

Because of the mandatory nature of the foregoing provision, 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 certified community conservation corps) (collectively, “the Corps”) to determine the feasibility of the Corps participation. Unless otherwise exempted, applicants that fail to engage in such consultation should not be eligible to receive Chapter 6 funds. Therefore, to ensure that entities allocating Prop 1 funds do so in compliance with Chapter 6’s Corps participation language, the 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: Dominique Lofton Email: inquiry@prop1communitycorps.org
Phone: 916-426-9170 ext. 704

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

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 5 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 5 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 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.

Corps Consultation Review Document

Chapter 6, Protecting Rivers, Lakes, Streams, Coastal Waters and Watersheds

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 have been consulted will be deemed “noncompliant” and will not be considered for funding.

1. Name of Applicant:
2. Project Title:

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)

3. 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)

4. 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 (5) BUSINESS OF RECEIPT AS VERIFICATION OF CONSULTATION. APPLICANT WILL INCLUDE COPY OF THIS DOCUMENT AS PART OF THE PROJECT APPLICATION.