

CALIFORNIA COASTAL COMMISSION
STANDARD GRANT AGREEMENT

(Rev 11/2023)

AGREEMENT NUMBER

LCP-24-05

STATE CONTROLLER'S OFFICE IDENTIFIER

3720-LCP2405

FEDERAL ID NUMBER

94-6000376

1. This Agreement is entered into between the State Agency and the Grantee named below:

STATE AGENCY'S NAME

California Coastal Commission

GRANTEE'S NAME

City of Monterey

2. The term of this Agreement is: 03/01/2025 (or date of grant execution) through 12/31/2027 (End Term Date)
3. The maximum amount of this Agreement is: \$818,600.00
Eight Hundred Eighteen Thousand and Six Hundred Dollars and Zero Cents
4. The parties agree to comply with the terms and conditions of the following EXHIBITS, which are by this reference made a part of the Agreement.

EXHIBIT A – Scope of Work	21 pages
EXHIBIT A1- Definitions	2 pages
EXHIBIT B – Budget	2 pages
EXHIBIT B1 – Budget Detail and Payment Provisions	3 pages
EXHIBIT C – General Terms and Conditions	4 pages
EXHIBIT D – Special Terms and Conditions	4 pages
Check mark one item below as EXHIBIT D Attachment:	
<input checked="" type="checkbox"/> EXHIBIT D1 – Local Coastal Programs Terms and Conditions	9 pages
<input type="checkbox"/> EXHIBIT D2 – WHALE TAIL® Terms and Conditions	
EXHIBIT E – Grantee Certification Clauses Form (GCC-01/2019)	4 pages
EXHIBIT F – Amendment Template (Informal)	1 page

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

GRANTEE

GRANTEE'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Monterey

BY (Authorized Signature)

DocuSigned by:



Hans Uslar

DATE SIGNED (Do not type)

02/25/2025

PRINTED NAME AND TITLE OF PERSON SIGNING

Hans Uslar, City Manager

ADDRESS

580 Pacific Street, Monterey, California, 93940

STATE OF CALIFORNIA

AGENCY NAME

California Coastal Commission

BY (Authorized Signature)

DocuSigned by:



Madeline Cavalieri

DATE SIGNED (Do not type)

02/26/2025

PRINTED NAME AND TITLE OF PERSON SIGNING

Madeline Cavalieri, Deputy Executive Director

ADDRESS

455 Market Street, Suite 200, Room 228, San Francisco, CA 94105

**California Coastal Commission
Use Only**

☒ This agreement is exempt from approval by the Department of General Services per SCM Vol. 1 4.06 (see 58 Ops. Cal. Atty. Gen 586 and 63 Ops. Cal. Atty. Gen. 290).

EXHIBIT A

SCOPE OF WORK
(Local Coastal Programs)

1. Grantee agrees to expend grant funds provided by the Commission only for and in accordance with project activities as described under the Scope of Work attached hereto as EXHIBIT A.
2. The Project representatives during the term of this agreement, and the person authorized to sign grant amendments and RFFs on behalf of the grantee, will be:

State Agency: California Coastal Commission	Grantee: City of Monterey
Name: Kelsey Ducklow ("Grant Manager")	Name: Hans Uslar, City Manager
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 580 Pacific Street, Monterey, California, 93940
Phone: (415) 904-2335	Phone: (831) 646-3759
Email: kelsey.ducklow@coastal.ca.gov	Email: uslar@monterey.org

3. Primary project contact:

State Agency: California Coastal Commission	Grantee City of Monterey
Section/Unit:	Section/Unit:
Name: Carey Batha, LCP Grant Coordinator	Name: Kimberly Cole, Community Development Director
Address: 455 Market Street, Suite 300 San Francisco, CA 94105	Address: 580 Pacific Street, Monterey, California, 93940
Phone: (415) 904-5287	Phone: (831) 646-3759
Email: carey.batha@coastal.ca.gov	Email: cole@monterey.org

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SCOPE OF WORK

Name of Local Government: City of Monterey

Name of Project: Sea Level Rise Vulnerability Assessment, Adaptation Plan, and Economic Analysis

Funding Source: General Fund

Specific Program: Local Coastal Program Local Assistance Grant Program

Federal Tax ID#: 94-6000376

Budget Summary:

CCC funding:	\$818,600
<u>Other funding:</u>	<u>\$0</u>
Total project cost:	\$818,600

Term of Project: 03/01/2025 (or date of grant execution) to 12/31/2027

A. PROJECT DESCRIPTION

The City of Monterey (City) is currently in the final stages of preparing its Local Coastal Program (LCP) for certification. In the 1980s, the City of Monterey divided its coastal planning area into five areas – Cannery Row, Monterey Harbor (i.e. wharfs), Del Monte Beach, Skyline and Laguna Grande. Land Use Plans (LUPs) were prepared for these areas. The California Coastal Commission (CCC) ultimately certified each of the LUPs except for the Laguna Grande LUP; however, an Implementation Plan (IP) was never prepared. In 2014, the City received a grant from CCC and Ocean Protection Council (OPC) to complete its LCP. The LCP will replace the adopted LUPs with a revised and updated comprehensive version of the LUP and an IP.

For this grant, the City, in collaboration with a consultant firm to be selected (Consultant), will prepare a Sea Level Rise Vulnerability Assessment, Sea Level Rise Adaptation Plan, and an Economic Analysis (Project) for the entire City's coastal zone, synthesizing and updating existing studies, as well as incorporating new topics. The overall project will consist of two phases, with the first funded by this grant application. Phase 1 of the Project will focus on updating and expanding existing studies to reflect the best available science and current state guidance. Based on the existing and updated studies, the Consultant will identify potential adaptation responses for the near, mid, and long term and complete an economic analysis to evaluate the financial feasibility of the recommended strategies, including a cost-benefit analysis. An initial LCP amendment/update informed by the findings from Phase 1 and by public outreach and

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engagement will be completed. The City also intends to complete additional detailed adaptation planning and subsequent LCP amendment beyond this initial grant, potentially using future grant funds. This Phase 2 work would be focused on developing a Final Vulnerability Assessment, Economic Analysis, and Sea Level Rise Adaptation Plan (Final Plan) that incorporates additional detailed planning work. Phase 2 would also include development of a monitoring and reporting program that will provide City staff with a tool to track key variables and bring updates to the City Council in a timely fashion. These future tasks are described in this grant agreement for informational purposes, though could potentially be incorporated into this grant as timing/funding allows.

The City's coastal zone is situated along the scenic California coastline and is renowned for its rich marine biodiversity, unique beaches, and stunning ocean views. This area is home to a variety of coastal ecosystems and special marine habitats. Additionally, this coastal area is a hub for marine research, conservation initiatives, and recreational activities, attracting visitors from all over the world. This includes regular visitors from inland areas of California who utilize the City's coastal zone for recreation and as an escaping area from extreme heat waves in inland regions of the state. However, the City's coastal zone faces increasing threats from sea level rise and coastal hazards due to climate change. These challenges can have a negative impact on the City's coastal resources, habitats, public access, recreational spaces, and coastal assets, which are essential for the local economy, as well as for the local communities and visitors.

The goal for this Project is to create a roadmap for the City to allocate resources to the right projects and programs at the appropriate time based on observed conditions and to navigate the challenges posed by sea level rise and climate change. The project will address issues of statewide significance that would maximize public benefits across the entire City's coastal zone by identifying strategies and solutions designed to mitigate the impacts of sea level rise and climate change. In addition to supporting the preparation of the LUP and IP and future adaptation implementation work, the Project will focus on addressing the impacts of climate change and sea level rise, preserving and enhancing coastal habitat, protecting coastal-dependent development and resources, as well as providing and enhancing lower-cost visitor and recreational opportunities while ensuring public access for all. The Project goals will align with the Coastal Act goals of protecting coastal resources without creating new environmental burdens or exacerbating existing ones related to environmental justice.

The Project will be informed by community priorities based on community engagement that will be designed to involve Environmental Justice communities, prioritizing historically marginalized groups and ensuring that they are actively involved in the planning and decision-making processes during the entire project duration. The community engagement will empower historically marginalized groups and allow them to advocate for adaptation strategies

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that protect the City's coastal habitats and coastal resources while ensuring equitable access to the City's coastal zone.

B. TASKS

PHASE 1 – TECHNICAL STUDIES, PRELIMINARY ADAPTATION STRATEGIES, PUBLIC ENGAGEMENT: TASKS 1-6

Phase 1 involves tasks and deliverables necessary to prepare a Draft Sea Level Rise Vulnerability Assessment, a portfolio of Potential Adaptation Strategies, Economic Analysis, and to conduct community engagement. Tasks to be accomplished by the City may also include work done by the City's Consultants on behalf of City staff.

TASK 1: PROJECT MANAGEMENT

This task includes project management and coordination by the Consultant which will begin in Phase 1 and will continue throughout Phase 2 of the project. This includes meetings and ongoing coordination with City staff and decision-makers as required to move the Project forward efficiently. This will include a kick-off meeting with the City project team and bi-monthly progress meetings or phone calls with the City's Project Manager and others as needed. The Consultant will also prepare quarterly progress reports and invoices.

Deliverables:

- Quarterly invoices and progress reports (to include billing backup)

TASK 2: DATA GATHERING AND EXISTING CONDITIONS

This task will build on previous studies, analysis, and findings already completed for the City and Monterey Bay. A literature review will be conducted to identify the scope of previous studies, collate into a matrix any near, mid, and long-term solutions identified by previous studies or solutions being considered in studies currently underway, and to compile a list of coastal assets considered vulnerable to various sea level rise scenarios.

These studies are available at the following link: www.haveyoursaymonterey.org and include:

- Adapting a Threatened Transportation Network to Sea Level Rise Report - Kimley-Horn & GEI, January 2021;
- Monterey Bay Opportunistic Beach Nourishment Program Initial Study/Mitigated Negative Declaration - ESA, May 2019;
- AB-691 State Public Trust Lands Sea Level Rise Assessment - Moffatt & Nichol and Michael Baker, May 2019;
- An Integrated Climate Science-Economic Model for Evaluating Adaptations to Sea Level Rise - Charles S. Colgan, Fernando DePaolis, Philip King, June 2019;

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- City of Monterey Final Sea Level Rise and Vulnerability Analyses Existing Conditions and Issues Report - City of Monterey and Revell Coastal, March 2016;
- Economic Impacts of Climate Adaptation Strategies for Southern Monterey Bay - The Nature Conservancy, March 2016;
- Evaluation of Erosion Mitigation Alternatives for Southern Monterey Bay - ESA & PWA, May 2012; and
- Coastal Regional Sediment Management Plan for Southern Monterey Bay - PWA, Ed Thornton, Jenifer Dugan, Halcrow Group, November 2008.

The Consultant will collaborate with the City and project partners to collect and review pertinent background information for the City's coastal zone, including those listed above as well as any additional engineering data, biological and cultural studies, planning documents, hazard and vulnerability assessments, and CEQA documentation. The efforts in this task will not duplicate work completed in earlier reports but will build upon and integrate the work that was already completed.

A Background Report will be prepared that compiles all relevant/available data based on previous plans and studies and will include:

- Historic and current sea level rise data
- A matrix of proposed adaptation solutions, including location and timeline (near-term, mid-term, long-term),
- A list of assets evaluated,
- A description of the scope of previous and current studies, and
- Remaining gaps in climate threats/assets that were not evaluated

The Background Report will also include a map of the Project study area which will include the entire coastal shoreline of the City. The shoreline will be further divided into transects based on similarities in their current land uses and coastal form. Examples of how these transects could be divided include: Steinbeck Plaza to Monterey Bay Aquarium, McAbee Beach, San Carlos Beach Park, Monterey Plaza Hotel, Fisherman's Wharf (Wharf 1), Municipal Wharf 2, Monterey Harbor Marinas, Del Monte Beach, and Del Monte/Lake El Estero, etc. Refer to transects within the AB-691 State San Carlos Beach Park, Public Trust Lands Sea Level Rise Assessment as an example¹ (Exhibit 1).

Task 2.1: Develop internal Draft Background Report

Task 2.2: City review of Draft Background Report (6 weeks) and updates to background report (2 weeks)

¹ AB-691 State Public Trust Lands Sea Level Rise Assessment, City of Monterey, CA: chrome-extension://efaidnbmninnibpcjpcglclefindmkaj/https://files.monterey.org/Document%20Center/CommDev/Planning/Sea-LevelRise-Adaptation/19_05xx_AB%20691-State-Public-Trust-Lands-Sea-Level-Rise-Assessment.pdf

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Task 2.3: CCC staff review of Draft Background Report (6 weeks)

Task 2.4: Develop Final Background Report following City and CCC staff review and coordination (4 weeks) and report updates (2 weeks)

Task 2.5: Planning Commission and City Council review of Final Background Report

Deliverables:

- Draft Background Report for 6-week CCC staff review
- Final Background Report (including Base Maps, shapefiles, exhibits etc. as necessary)

TASK 3: VULNERABILITY ASSESSMENT

The Consultant will evaluate the City's current vulnerability to sea level rise, considering its unique location on the California coastline, in an updated vulnerability assessment. The updated vulnerability assessment will address relevant gaps identified under Task 2. This task will involve assessing the risks that the City, its assets, and its coastal resources are likely to encounter as the impacts of sea level rise and coastal hazards worsen over time. Additionally, the assessment will include discussion and recommendations regarding emerging issues such as impacts of sea level rise and coastal hazards on historically marginalized communities. The assessment will incorporate the most recent Ocean Protection Council's State of California Sea Level Rise Guidance (January 2024). Additionally, the study would also be consistent with the CCC Sea Level Rise Policy Guidance.

The Consultant will prepare an updated Sea Level Rise Vulnerability Assessment for the City based on the 2019 AB-691 State Public Trust Lands Sea Level Rise Assessment and the 2016 City of Monterey's Final Sea Level Rise and Vulnerability Analyses. The update of the City's Sea Level Rise Vulnerability Assessment will use the best available science on sea level rise and expand the analysis along the entire City's shoreline using a similar transect-approach as the AB-691 State Public Trust Lands Sea Level Rise Assessment while updating the sea level rise modeling consistent with the Coastal Commission's 2024 Sea Level Rise Policy Guidance. The Consultant will identify assets and coastal resources vulnerable to sea level rise where data exists, including consideration of shallow groundwater rise, groundwater intrusion, wave runup and overtopping, shoreline and cliff erosion, coastal and fluvial flooding, and tsunami hazards. The Consultant will update and summarize the sea level rise scenarios and projections considering the differing geomorphological conditions along Monterey's coastline. The Consultant will identify critical areas where risks associated with sea level rise are greatest and areas that will be impacted in the near-term, organized according to the Project Study Area for the entire City's coastline and the specified transects from defined under Task 2. This approach will ensure a comprehensive understanding of how sea level rise will affect each subarea, providing a clear framework for assessing localized impacts within each defined area.

Considering the impacts that coastal hazards and sea level rise can have on the City's coastal resources, the Vulnerability Assessment will also consider the potential impacts on the

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following resources: the waterfront recreation trail, wharves, promenades, walkways, and sidewalks open to the public, as well as to beach access points such as McAbee Beach, Monterey Plaza Hotel Beach, San Carlos Beach, and Monterey Harbor Beach. Potential impacts on commerce along the City's waterfront from businesses damaged by sea level rise, such as from wave impact damage to structures or flooding, repair costs, and revenue loss due to any business shutdowns. These businesses support a thriving tourism economy, and therefore, any damage to hotels, restaurants, or shops would impact the capacity of the City to serve visitors and would also have a direct economic impact.

The Vulnerability Assessment will consider the recreational opportunities provided by the beaches within the study area, the potential impacts on coastal habitats, and the navigability of Monterey, which is an important harbor for boaters, recognized by the State as one of a number of "harbors of refuge" along the California coast, due to its location and distance from other harbors.

A draft vulnerability assessment will be prepared for 6-week CCC staff review, and a final vulnerability assessment will be prepared as part of the Final Plan (Task 9).

Task 3.1: Develop internal Draft Vulnerability Assessment Report

Task 3.2: City review of Draft Vulnerability Assessment Report (6 weeks) and updates to vulnerability assessment report (2 weeks)

Task 3.3: CCC staff review of Draft Vulnerability Assessment Report (6 weeks)

Task 3.4: Develop Final Draft Vulnerability Assessment Report following City and CCC staff review and coordination (2 weeks) and report updates (2 weeks)

Task 3.5: Planning Commission and City Council review of Final Draft Vulnerability Assessment Report

Deliverables:

- Draft Update Vulnerability Assessment Report for 6-week CCC staff review.
- Final Draft Vulnerability Assessment Report for Planning Commission and City Council review

(Note that a Final Draft Vulnerability Assessment Report, including updated Base Maps, Shapefiles, etc., would be included in the future Phase 2 Final Plan)

TASK 4: POTENTIAL ADAPTATION RESPONSES

The Consultant will develop preliminary adaptation strategies for the City to create a more resilient coastline. These strategies will build on the adaptation solutions identified in Task 2 as part of current and past studies. Additionally, the Consultant will identify and review different funding opportunities for implementing the recommended actions.

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Potential adaptation strategies will include near, mid, and long-term implementation projects for various adaptation strategies: accommodation, protection, retreat, or a hybrid combination. In many cases, a hybrid approach that uses strategies from multiple categories will be necessary and will differ for each of the six City's coastal subareas (Cannery Row, Harbor, Del Monte Beach, Skyline, Laguna Grande, and Downtown Adjacent) based on local hazard management, local dynamics and site-specific characteristics, resource protection goals, and legal context. The Consultant will also review, assess, and provide information about adaptation strategies from abroad, including strategies adopted in Australia and European countries, including the Netherlands, Denmark, and Germany. By examining the strategies that have been successfully implemented in coastal zones with a similar context, the City can identify innovative and effective solutions that can then be tailored to meet the specific needs and challenges of the community.

The findings of Task 4 will inform the future LCP Amendment (Task 7) with new policies, actions, and measures to be taken to protect the City's coastline. The results from this task will also inform Phase 2 of the Project, which will further refine these strategies and develop a detailed implementation plan that will include an adaptive pathways approach and a monitoring program based on triggers and thresholds that will aid the City in determining the right timing for taking the actions and implementing the strategies.

Project Portfolio

The Consultant will develop a project portfolio of potential adaptation responses and projects. Using a combination of recommendations developed from previous City studies, community outreach, and new coastal engineering recommendations. The Consultant will develop adaptation responses (up to three for each study area). These adaptation strategies are assumed to fall into the general categories of protect, accommodate, hybrid, and retreat.

As part of this process, different sea level rise projections will be used for each of the adaptation response concepts and potential projects. Building upon the research, including international approaches to mitigate sea level rise, special emphasis will be given to identifying hard protection measures for the area between Municipal Wharf 2 and Del Monte Beach, if such measures can be found consistent with the Coastal Act. Retreat should be considered only as long-term strategy and as an option only after all previous options have been exhaustively analyzed and explored. Analyses will also identify opportunities to ensure balanced protection of coastal resources across the City, including through improvements to or alternative means of public access to and along the shoreline, and use of nature-based strategies, retreat, or other options allowing for natural shoreline processes in other shoreline stretches.

The Consultant will develop a potential adaptation strategy report that includes a narrative comparison and a multi-criteria decision matrix for comparing the advantages and disadvantages of each considering topic areas such as environmental impacts (including sea

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level rise and coastal hazards), visual impacts, flood reduction, habitat creation, recreational opportunities, and initial and maintenance costs. The Consultant and City will coordinate with Coastal Commission staff and members of the public (as described in Task 6) to develop potential adaptation strategies. Those alternatives that are found to be feasible will be further evaluated and refined, leading ultimately to the determination of the preferred alternative.

Task 4.1: Develop internal draft potential adaptation strategies

Task 4.2: City review of draft potential adaptation strategies (4 weeks) and updates to draft (2 weeks)

Task 4.3: CCC staff review of draft potential adaptation strategies (6 weeks)

Task 4.4: Develop Final Potential Adaptation Strategies Report following City and CCC staff review and coordination (2 weeks) and report updates (2 weeks)

Task 4.5: Planning Commission and City Council adoption of Final Potential Adaptation Strategies Report

Deliverables:

- Potential Adaptation Strategy Report including a narrative description and a multi-criteria decision matrix for 6-week CCC staff review
- Final Potential Adaptation Strategies Report for Planning Commission/City Council adoption

Note that the Final Adaptation Strategy Report will identify feasible alternatives to be further evaluated and refined in following tasks/Phase 2 work.

TASK 5: ECONOMIC ANALYSIS

The Consultant will prepare an economic analysis of the potential recommended adaptation responses for the City's coastline as identified in Task 4. The Economic Analysis will involve a detailed assessment of the financial implications of implementing the recommended adaptation strategies.

Under this task, the Consultant will prepare a cost/benefit analysis of the adaptation strategies identified under Task 4.1. This analysis will help determine which adaptation scenario provides the greatest net benefit by comparing the costs and benefits of each option. In preparation of a cost/benefit analysis, the Consultant will consider previous work, including the "Integrated Climate Science-Economic Model for Evaluating Adaptations to Sea Level Rise: A Prototype Model for Monterey, California".²

The Consultant will assess the benefits, impacts, and costs (including estimated capital and

² Colgan, Charles S.; DePaolis, Fernando; and King, Philip (2019) "An Integrated Climate Science-Economic Model for Evaluating Adaptations to Sea Level Rise: A Prototype Model for Monterey, California," Journal of Ocean and Coastal Economics: Vol. 6: Iss. 1, Article 6. <https://haveyoursaymonterey.org/sea-level-rise-adaptation-plan>

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maintenance) for each adaptation type (i.e., accommodate, protect, hybrid, or retreat) along the entire City's coastline, including the option of taking no action. This assessment will include a detailed evaluation of the status of all the City's coastal assets, both protected and unprotected, as well as coastal resources, coastal habitats, public access, and recreational resources. In addition, to fully complying with SB272, the economic analysis will include costs of damage from coastal hazards and sea level rise associated with critical public infrastructure and recommend approaches for implementing sea level rise adaptation strategies and recommended projects.

The cost/benefit analysis will allow for a comparison of different adaptation scenarios on a common monetary basis, identifying those scenarios that are likely to offer the most favorable return on investment. The results are expected to demonstrate that the costs of inaction on sea level rise are likely to far exceed the benefits of avoiding expenditure. Furthermore, the cost/benefit analysis will address uncertainties regarding the pace and extent of sea level rise by incorporating guidance from the California Ocean Protection Council. By using probabilistic scenarios, the analysis will present a more informed approach to defining the timing of adaptation implementation and increase the validity of the cost/benefit analysis. A draft economic analysis will be prepared for City and CCC staff review. The final economic analysis will be incorporated into the Final Plan (Task 9).

Task 5.1: Draft Economic Analysis for 6-week CCC review

Task 5.2: Prepare a revised draft economic analysis that incorporates comments, as applicable, to inform following tasks and Phase 2 work

Deliverables:

- Draft Economic Analysis for 6-week CCC staff review
- Revised draft Economic Analysis

Note that a Final Economic Analysis that is refined through subsequent tasks would be submitted under the future Phase 2 Final Plan

TASK 6: PUBLIC OUTREACH AND COMMUNITY ENGAGEMENT

The Consultant will draft a comprehensive community engagement strategy document that is designed to be agile and responsive to the community's needs. The plan will include a thorough social climate analysis to understand the needs, concerns, and existing engagement patterns within the target communities by conducting a desktop review of available data sources such as demographic data, CalEnviroScreen 4.0, and locally sourced historical and cultural geographic information. To effectively engage the community, the document will identify a variety of participatory methods to ensure inclusive and equitable participation, actively involving community members in the planning process. The strategy document will outline the appropriate methodology to prioritize the needs and perspectives of the community based on

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the understanding gained from the social climate analysis, guiding the development of engagement objectives, strategies, and evaluation metrics.

To ensure effective engagement, the plan will establish robust mechanisms for measuring the reach and impact of activities, tracking participation rates, demographic data, and participant feedback. It will include strategies to promote mutual learning and awareness by facilitating dialogues and interactions that encourage understanding and knowledge sharing between community members and stakeholders. The strategy will also emphasize building and maintaining reciprocal partnerships with community organizations and stakeholders, leveraging local knowledge, resources, and networks to support the engagement process.

The document will present a phased project plan with clear learning objectives for each phase, allowing for iterative improvements and adaptive engagement strategies based on feedback and outcomes. As an agile document, the engagement plan will be designed to adapt to changing circumstances and community needs, ensuring ongoing responsiveness and relevance. Finally, it will establish a transparent reporting protocol to document and communicate progress, outcomes, and lessons learned from the engagement activities, ensuring accountability and continuous improvement. This comprehensive approach will achieve the desired engagement objectives and foster meaningful, sustainable community involvement.

A Draft Community Engagement Strategy will be developed for 3 week Commission Staff Review. A revised Community Engagement Strategy, incorporating comments will be developed as necessary/applicable. Findings from the Community Engagement Strategy, summarizing community engagement input from completed events, will be included in the future Phase 2 Final Plan.

Community Engagement

Community engagement includes implementing the Community Engagement Strategy, including an initial community outreach meeting, mini-grant program for Environmental Justice Groups, focus group meetings, virtual reality engagement, workshops, survey, and pop-ups. City staff will be responsible for leading community engagement activities. Several key community engagement methods are outlined in the following subtasks, though it is important to acknowledge that the strategy document will refine the appropriate activities and content for community engagement, as well as specific details such as timing and opportunities for community input on technical documents.

The Community Engagement Strategy will prioritize collaboration with the local community and the Project team to gather and verify existing information about the City's coastline. The engagement methods will, therefore, focus on participatory interactions with various community sectors to share design approaches for the proposed adaptation strategies with the

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intent of gathering initial feedback, concerns, and input on the proposed adaptation strategies. The community engagement subtasks are designed to scaffold the engagement process, providing transparent information to the community through participatory methods and building upon knowledge as the project progresses. This approach ensures that community members are informed, involved, and empowered to contribute meaningfully at each stage of the project. Specific methods will be employed to ensure the inclusion and engagement of tribal and other historically marginalized and/or low-income communities, recognizing their unique needs and perspectives.

The Consultant will assist with creating presentations, materials for workshops, social media, surveys, and other engagement tools, and effectively communicating opportunities and constraints to allow for informed discussions on potential adaptation strategies. Additionally, the Consultant will conduct outreach and coordinate with regulatory agencies (i.e., California Coastal Commission, NOAA, etc.).

Community Outreach Meeting

An initial community outreach meeting will be held to inform the community about the scope of the project as a whole and gather initial input on each of the tasks to be performed under this grant. Input received during this meeting will be used to inform the tasks as the City moves forward.

Mini-grant program for Environmental Justice Groups

Recognizing the importance of engaging Environmental Justice and Community-Based Organizations, this task includes stipends to support these groups and leaders in conducting their own engagement activities. This financial support will empower EJ communities to participate actively and ensure their voices are heard in the planning process. The stipend amounts are outlined in the cost section.

Focus Group Meetings

Up to ten focus group meetings will be conducted with interested parties, special interest groups, and tribal communities. These meetings will provide a platform for in-depth discussions and feedback, ensuring that the engagement process is inclusive and considers the perspectives of all stakeholders, including those who are often underrepresented.

Virtual Reality Engagement

Innovative engagement methods, including virtual reality storytelling scenarios around climate change impacts along the coast, will be utilized. Depending on the details of the Community Engagement Strategy, the virtual reality exercise may be incorporated into workshops or pop-up events as deemed appropriate.

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Workshops

The Consultant will facilitate four in-person workshops. These workshops will serve as forums to present draft concepts for recommended near, mid, and long-term adaptation strategies, gather input from residents and stakeholders, and discuss the potential impacts and benefits of proposed strategies. A “walkshop,” where attendees are guided on a tour of a particular area, may also be substituted for one or more of these proposed events. The Consultant will develop supporting materials (poster boards, handouts, presentations, etc.) and notification materials (flyers, social media blurbs, etc.) for these events.

Survey

A comprehensive survey will be prepared to gather community feedback on the adaptation strategies and identify preferred adaptation responses. This survey will be accessible online and through social media for at least six weeks, ensuring ample opportunity for community participation. The Consultant will compile all survey feedback to identify the community consensus on preferred adaptation responses.

Pop-Ups

In addition to the workshops, the Consultant will conduct two pop-up event sessions at various community events and community centers. These pop-ups will provide additional opportunities for community members to engage with the project, offer feedback, and learn about the proposed adaptation strategies. The Consultant will develop supporting materials to ensure these pop-ups are informative and engaging.

Task 6.1 Develop Draft Community Engagement Strategy

Task 6.2 CCC staff review of Community Engagement Strategy (3-weeks)

Task 6.3 Develop final Community Engagement Strategy that incorporates comments, as necessary/applicable

Task 6.4 Complete Community Outreach including Community Outreach Meeting, Mini-Grant Program for Environmental Justice Groups, Focus Group Meetings, Virtual Reality Engagement, Workshops, Survey, Pop-Ups)

Task 6.5 Develop a summary of All Public Outreach, including key stakeholders and key issues identified

Deliverables:

- Draft Community Engagement Strategy CCC staff review
- Revised/Final draft strategy
- Public outreach summary

Note that a memo summarizing each of the public outreach subtasks held under Task 6.4, including key stakeholders and key issues identified will be developed and incorporated into the future Phase 2 Final Plan

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TASK 7: Amendment to LCP

As part of this Project, the City using staff will also amend its adopted LCP based on the work and findings prepared under Tasks 2-6.

Task 7.1: Develop a Draft LCP Amendment based Tasks 2 - 6

The consultant will review the current LCP and determine if any existing goals, policies, or programs conflict with the findings of the work prepared under Tasks 2 - 6. City staff will also review the recommendations of the Vulnerability Assessment, Potential Adaptation Responses, and Economic Analysis and the results of the community engagement to develop new goals, policies, and/or programs for inclusion as an amendment to the City's LCP.

Task 7.2: CCC review of LCP Amendment

Under *Task 7.2*, City staff will work with CCC staff to ensure the proposed amendment is consistent with the Coastal Act and will send CCC the draft revised LCP for review and will develop a revised draft based on input from CCC staff, stakeholders, and the community.

Task 7.3: Planning Commission Recommendation and City Council Adoption of the LCP Amendment

At a public hearing, the Planning Commission will review the proposed amendments and make a recommendation to the City Council. At a subsequent public hearing, the City Council will review the proposed amendments to the LCP. The public hearings will provide an opportunity for community feedback on the proposed amendments.

Task 7.4: Submission of the LCP Amendment to CCC

Once adopted by the City Council, the City staff will submit the adopted LCP Amendment, with revisions reflecting the Final Plan, to the CCC for certification. The project will be subject to further community feedback at the Commission hearing. The City staff will participate in the Commission hearing, with assistance from the Consultant where relevant.

Deliverables:

- Draft LCP amendment submitted to CCC for review
- Final Draft LCP amendment to be submitted to CCC

The following Phase 2 tasks are included here for informational purposes but will likely be accomplished outside of this grant term. To the extent that time/funding allows, certain work may be included with this grant (subject to a grant amendment), or may be completed using future grant opportunities.

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PHASE 2 - IMPLEMENTATION AND ADOPTION (TASKS 8 – 10)

The adaptation strategies and economic analysis prepared in Phase 1 combined with the outcomes from the public outreach and community engagement efforts will provide a comprehensive foundation that informs the formulation of actionable steps that will be developed in Phase 2. Phase 2 will involve the preparation of a Draft and Final Sea-level Rise Adaptation Plan, a Final Vulnerability Assessment and Final Economic Analysis, and an LCP Amendment. Tasks to be accomplished by the City may also include work done by the City's Consultants on behalf of City staff.

TASK 8: DEVELOP ADAPTATION PLAN

An adaptation pathways approach to phase actions over time based on triggers and thresholds will be used to explore a variety of strategies that could increase the resilience of the City's coastline and its unique coastal habitat and recreational resources. This approach is the most practical and economically feasible given funding and temporal constraints for the City and the evolving nature of sea level rise and climate projection probabilities. This allows the City to take the appropriate actions as sea level rises and threatens sites and assets along the City's coastline. The strategies identified in Task 4 and the results from the economic analysis (Task 5) combined with the outcomes from the public outreach and community engagement (Task 6) efforts will provide a comprehensive foundation that informs the formulation of actionable steps that will be developed in Task 8.

A suite of near-term actions (1-5 years) and mid-term actions (6-15 years) will be identified to mitigate the impacts of sea level rise and coastal hazards on the City's coastal resources, coastal assets, and coastal habitat and recreation. Long-range adaptation scenarios (to be implemented after 15 years or later in the 21st century) will also be identified but will have less detail. The adaptation pathways approach will allow for clear and deeper insight into what additional steps (e.g., planning, timing, funding) may be necessary to bridge near-term actions toward a long-term vision.

The adaptation scenarios will be evaluated using the best available modeling tools to investigate systemic changes to, for example, transportation, hydrology, and habitat triggered by certain adaptation actions. After assessing a preliminary suite of adaptation scenarios (prepared in Task 4), revised adaptation scenarios will be compared against a no-action scenario.

Adaptation Plan Implementation Actions

The Consultant will develop implementation actions for the Adaptation Plan. These actions will draw directly from the previously identified near, mid, and long-term strategies, ensuring continuity and coherence throughout the project. Implementation items may include recommended policies or actions with regards to land use, urban design, housing policies, economic development, transportation, and infrastructure. For each of the identified potential

EXHIBIT A

adaptation responses that include capital improvement projects, the Consultant will develop conceptual design plans (10% design for the mid and long-term strategies, and 30% for near-term strategies) and cost estimates.

Prioritization and Phasing Plan

The Plan will contain numerous implementation actions, and consequently, the Plan will need to identify priorities so that the City can direct resources to the right projects and programs at the right time. The Consultant will identify triggers and thresholds, based on the best available science, to determine the right timing for taking the actions and implementing the preferred adaptation strategies. The Consultant will develop a prioritization strategy and implementation schedule. Each implementation action will be evaluated and assigned a time frame for which they should be accomplished. Near-term priorities may be accomplished in the next 1-5 years, mid-term priorities may be accomplished in the next 6-15 years, and long-term priorities may be accomplished after 15 years.

Funding Strategies

Successful implementation of the Adaptation Plan will require funding for all of the projects and programs. No local government should ever adopt plans that it cannot finance. With this real limitation in mind, the Consultant will develop a funding strategy to implement the recommended projects and programs. The Consultant will identify potential funding opportunities and mechanisms that could be used for the Adaptation Plan project and program recommendations. In addition, the Consultant will identify potential funding opportunities for the adaptation strategies identified in the previous tasks to implement the near, mid, and long-term adaptation strategies.

As part of this Task, the Consultant will also research various funding sources, including federal, state, and local grants, private-sector investments, and public-private partnerships. This will include also evaluating funding mechanisms such as establishing Hazard Abatement Districts and Climate Resilience Districts to support regional climate adaptation and resilience efforts. The Consultant will assess the eligibility criteria, application process, competitiveness, and potential benefits of each funding source. In addition to developing a strategic approach to secure funding, the Consultant should identify how the proposed strategies align with the vision and goals of the grantee. The Consultant will also identify strategies to prepare competitive grant applications that emphasize the importance of adaptation strategies for protecting the City's coastlines, while also maintaining its unique coastal resources, ecological and recreational values resilient to sea level rise, and accessibility for all.

This funding strategy will align with the adaptation pathway approach and with the triggers and thresholds for implementing the adaptation strategies.

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Monitoring and Reporting

Sea level rise will be an on-going and growing problem that the City will have to plan for. As a result, the Adaptation Plan should be evaluated and updated regularly. The Consultant will develop a monitoring and reporting plan for staff to bring updates to the City Council and a schedule for which the Adaptation Plan should be updated. The monitoring plan should also identify the proposed methodology for the City to monitor the triggers and thresholds to inform the decision-makers on when and where to take action. Future Adaptation Plan updates should document the progress made since the last plan was adopted, reassess sea-level rise assumptions, and update implementation items. The Consultant will develop tools such as a centralized data management system, progress-tracking dashboards, and interdepartmental coordination frameworks that will help the City track the implementation of the adaptation strategies along the City's coastal zone.

Public Insights as part of the Public Outreach

The Consultant will summarize the public input that was captured as part of the Public Outreach and Community Engagement (Task 6) process into a summary document that can be used to inform the Adaptation Plan. The summary will also identify user groups that were engaged and the remaining gaps in potential interested parties.

This task will include the compilation of all engagement activities and a summary of input by the community. It will also include an evaluation of engagement objectives and how they were met, particularly the project team's ability to engage with Environmental Justice communities. And lastly, it will contain recommendations for engagement as part of the future implementation actions.

Task 8.1 Develop Draft Adaptation Plan

Task 8.2 City review of Draft Adaptation Plan (5 weeks) and updates to background report (2 weeks)

Task 8.3 CCC staff review of Draft Adaptation Plan (6 weeks)

Task 8.4 Final Draft Adaptation Plan

Task 8.5 Planning Commission Recommendation to City Council and City Council Adoption of Adaptation Plan

Deliverables:

- Draft Adaptation Plan for 6-week CCC staff review
- Final Adaptation Plan (pdf only)

TASK 9: FINAL VULNERABILITY ASSESSMENT, ECONOMIC ANALYSIS, AND SEA LEVEL RISE ADAPTATION PLAN (FINAL PLAN)

The Consultant will develop a Final Vulnerability Assessment, Economic Analysis, and Sea Level Rise Adaptation Plan (Final Plan) that reflects findings from the vulnerability assessment,

EXHIBIT A

economic analysis and input received during the community engagement phase of the Project (Tasks 2-8).

Task 9.1 Develop Final Plan

Task 9.2 City review of Final Plan (5-weeks) and updates to Final Plan (2-weeks)

Task 9.3 CCC staff review of Final Plan (6-weeks)

Task 9.4 Final Plan

Task 9.5 Planning Commission Recommendation to City Council and City Council Adoption of Final Plan

Deliverables:

- Draft Final Plan CCC staff review (6-weeks)
- Final Plan (pdf only)

TASK 10: AMENDMENT TO THE CITY'S ADOPTED LOCAL COASTAL PROGRAM

As part of this Project, the City using staff will also amend its adopted LCP based on the findings of the Final Plan to be completed in Task 9.

Task 10.1 Develop a Draft LCP Amendment based on the Final Plan

The consultant will review the current LCP and determine if any existing goals, policies, or programs conflict with the findings of the Final Plan. City staff will also review the recommendations of the Final Plan and the results of the community engagement to develop new goals, policies, and/or programs for inclusion as an amendment to the City's LCP.

Under Task 10.2 City staff will work with CCC staff to ensure the proposed amendment is consistent with the Coastal Act and will send CCC the draft revised LCP for review and will develop a revised draft based on input from CCC staff, stakeholders, and the community.

Task 10.3 City Council Adoption of the LCP Amendment

At a public hearing, the Planning Commission will review the proposed amendments and make a recommendation to the City Council. At a subsequent public hearing, the City Council will review the proposed amendments to the LCP. The public hearings will provide an opportunity for community feedback on the proposed amendments.

Task 10.4 Submission of the LCP Amendment to CCC

Once adopted by the City Council, the City staff will submit the adopted LCP Amendment, with revisions reflecting the Final Plan, to the CCC for certification. The project will be subject to further community feedback at the Commission hearing. The City staff will participate in the Commission hearing, with assistance from the Consultant where relevant.

EXHIBIT A

Deliverables:

- Draft LCP Amendment to be submitted to CCC for review (6-weeks)
- Final LCP Amendment to be submitted to CCC for review

C. SCHEDULE

Project start/end dates for Phase 1: 3/01/2025 to 12/31/2027 (*estimated Phase 2 schedule: 11/01/2027 - 1/1/2030*)

PHASE 1 – TECHNICAL STUDIES, PRELIMINARY ADAPTATION STRATEGIES, PUBLIC ENGAGEMENT: TASKS 1-6	
Task 1. Project Management	March 2025 – December 2027
1.1 Project Management	March 2025 – December 2027
Outcome/Deliverables: a. Quarterly invoices and progress reports	a. Monthly
Task 2. Data Gathering and Existing Conditions	March 2025 – July 2025
2.1 Develop internal Draft Background Report	March 2025
2.2: City review of Draft Background Report (6 weeks) and updates to background report (2 weeks)	March 2025 – May 2025
2.3: CCC staff review of Draft Background Report (6 weeks)	May 2025 – June 2025
2.4: Develop Final Background Report following City and CCC staff review and coordination (4 weeks) and report updates (2 weeks)	June 2025 – July 2025
2.5: Planning Commission and City Council review of Final Background Report	August 2025(PC) September 2025 (CC)
Outcome/Deliverables a. Draft Background Report for 6-week CCC staff review b. Final Draft Background Report (including Base Maps, shapefiles, exhibits etc. as necessary)	a. 5/5/2025 b. 7/14/2025
Task 3. Vulnerability Assessment	July 2025 – June 2026
3.1 Develop internal Draft Vulnerability Assessment Report	July 2025 – November 2025
3.2 City review of Draft Vulnerability Assessment Report (6 weeks) and updates to vulnerability assessment report (2 weeks)	November 2025 – January 2026
3.3 CCC staff review of Draft Vulnerability Assessment Report (6 weeks)	January 2026 – March 2026
3.4 Develop Final Draft Vulnerability Assessment Report following City and CCC staff review and	March 2026 – April 2026

EXHIBIT A

coordination (4 weeks) and report updates (2 weeks)	
3.5 Planning Commission and City Council review of Final Draft Vulnerability Assessment Report	May 2026 (PC) June 2026 (CC)
Outcome/Deliverables <ul style="list-style-type: none"> a. Draft Vulnerability Assessment Report for 6-week CCC staff review b. Final Draft Vulnerability Assessment Report for Planning Commission and City Council review 	<ul style="list-style-type: none"> a. 1/23/2026 b. 4/30/2026
Task 4. Potential Adaptation Responses	April 2026 – December 2026
4.1 Develop internal draft potential adaptation strategies	April 2026 – July 2026
4.2 City review of draft potential adaptation strategies (4 weeks) and updates to draft (2 weeks)	July 2026 – September 2026
4.3 CCC staff review of draft potential adaptation strategies (6 weeks)	September 2026 – October 2026
4.4 Develop Final Potential Adaptation Strategies Report following City and CCC staff review and coordination (2 weeks) and report updates (2 weeks)	October 2026 – November 2026
4.5 Planning Commission and City Council adoption of Final Potential Adaptation Strategies Report	Early December 2026 (Joint PC/CC Meeting)
Outcome/Deliverables <ul style="list-style-type: none"> a. Potential Adaptation Strategy Report including a narrative description and a multi-criteria decision matrix for 6-week CCC staff review b. Final Potential Adaptation Strategies Report for Planning Commission/City Council adoption 	<ul style="list-style-type: none"> a. 9/11/2026 b. 11/30/2026
Task 5. Economic Analysis	December 2026 - July 2027
5.1 Draft Economic Analysis for 6-week CCC review	December 2026 – July 2027
5.2 Prepare a revised draft economic analysis that incorporates comments, as applicable, to inform following tasks and Phase 2 work	August 2027 – September 2027
Outcome/Deliverables <ul style="list-style-type: none"> a. Draft Economic Analysis for 6-week CCC staff review b. Revised draft Economic Analysis 	<ul style="list-style-type: none"> a. 7/1/2027 b. 9/15/2027
Task 6. Public Outreach	March 2025 – November 2026
6.1 Develop Draft Community Engagement Strategy	March 2025
6.2 CCC staff review of Community Engagement Strategy (3 weeks)	April 2025
6.3 Develop final Community Engagement Strategy that incorporates comments, as necessary/applicable	May 2025

EXHIBIT A

6.4 Complete Community Outreach including Community Outreach Meeting, Mini-Grant Program for Environmental Justice Groups, Focus Group Meetings, Virtual Reality Engagement, Workshops, Survey, Pop-Ups)	March 2025 – September 2026
6.5 Develop a summary of All Public Outreach, including key stakeholders and key issues identified	November 2026
<i>Outcome/Deliverables</i> <ul style="list-style-type: none"> a. Draft Community Engagement Strategy b. Revised/Final draft strategy c. Public outreach summary 	<ul style="list-style-type: none"> a. 4/14/2025 b. 5/31/2025 c. 11/2/2026
Task 7 Amendment to LCP	July 2027 – December 2027
Task 7.1 Develop draft LCP amendment	July 2027
Task 7.2 CCC review of LCP amendment	August 2027 – September 2027
Task 7.3 Planning Commission Recommendation and City Council Adoption of the LCP Amendment	September 2027 (PC) October 2027 (CC)
Task 7.4 Submission of the LCP Amendment to CCC	November 2027
<i>Outcome/Deliverables</i> <ul style="list-style-type: none"> a. Draft LCP amendment for review b. Locally adopted LCP amendment submitted to CCC 	<ul style="list-style-type: none"> a. 7/31/2027 b. 11/10/2027

PHASE 2 – IMPLEMENTATION AND ADOPTION: TASKS 8-10 (Tentative)	
Task 8. Develop Adaptation Plan	November 2027 – November 2028
Task 9. Final Vulnerability Assessment, Economic Analysis, and Sea Level Rise Adaptation Plan (Final Plan)	September 2028 – August 2029
Task 10. Amendment to the City LCP	February 2029 – August 2029

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
PHASE 1	
Background Report	7/14/2025
Vulnerability Assessment Report	1/23/2026
Community Engagement Strategy	4/14/2025
Potential Adaptation Responses	9/11/2026
Economic Analysis	7/1/2027
LCP Amendment	11/10/2027

EXHIBIT A1

DEFINITIONS

1. The term “Agreement”; this Grant Agreement.
2. The term “Budget Act”; the annual enacted version of the Budget Bill which makes appropriations for the support of the government of the State of California.
3. The term “Deputy Executive Director”; the Deputy Executive Director of the Commission.
4. The terms “Commission” or “Coastal Commission” and the acronym “CCC” all refer to the California Coastal Commission.
5. The term “Executive Director”; the Executive Director of the Commission.
6. The term “Grant” or “Grant Funds”; in the case of LCP grants, the money provided by the California Climate Investments program or, in the case of Public Education grants, sales and renewals of the WHALE TAIL® Specialty License Plate, or California’s Voluntary Tax Check-Off Program, or General Fund/Local Assistance, and administered by the Coastal Commission to the Grantee pursuant to this Agreement.
7. The term “Grant Manager”; the representative of the Commission with authorization per the Executive Director to administer and provide oversight of the Grant.
8. The term "Grantee"; an applicant who has a signed agreement for Grant Funds.
9. The term "Project"; the activity described under the Scope of Work, attached as EXHIBIT A, to be accomplished with Grant Funds.
10. The term “Project Budget”; the Commission approved cost estimate submitted to the Commission’s Grant Manager for the Project. The Project Budget shall describe all labor and material costs of completing each component of the Project. The Project Budget shall contain itemized amounts permissible for each item or task described in the Scope of Work. The Project Budget must include the set administrative and indirect costs agreed upon by the Parties if applicable.
11. The term “Public Agency”; any State of California department or agency, a county, city, public district or public agency formed under California law.
12. The term “Scope of Work” refers to EXHIBIT A, including the approved Project Description, Tasks, and Schedules.

EXHIBIT A1

13. The term "Termination Date"; the date by which all activity for the project must be concluded, as specified in the signature page of this Agreement. Work performed after this date cannot be reimbursed.

EXHIBIT B

BUDGET

<i>City of Monterey</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
LABOR COSTS³			
City Staff Labor			
Task 1 – Project Management	\$56,000		\$56,000
Task 6 – Public Outreach and Community Engagement	\$69,300		\$69,300
Task 7 – Amendment to the City LCP	\$17,600		\$17,600
Total Labor Costs	\$142,900		\$142,900
DIRECT COSTS			
County/City Staff Project Supplies			
A			
B, etc.			
Total			
County/City Staff Travel in State⁴			
Mileage			
Hotel, etc.			
Total			
Consultants⁵/Partners			
Task 1 – Project Management	\$63,000		\$63,000
Task 2 – Data Gathering and Existing Conditions	\$29,700		\$29,700
Task 3 – Vulnerability Assessment	\$104,500		\$104,500
Task 4 – Potential Adaptation Responses	\$132,000		\$132,000
Task 5 – Economic Analysis	\$82,500		\$82,500
Task 6 – Public Outreach and Community Engagement (including stipends)	\$225,500		\$225,500
Task 7 – Amendment to the City LCP	\$38,500		\$38,500

³ Amount requested should include total for salary and benefits.

⁴ Travel reimbursement rates are the same as similarly situated state employees.

⁵ All consultants must be selected pursuant to a bidding and procurement process that complies with all applicable laws.

EXHIBIT B

<i>City of Monterey</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
Consultants Total	\$675,700		\$675,700
Total Direct Costs	\$675,700		\$675,700
OVERHEAD/INDIRECT COSTS⁶			
Total County/City Staff Overhead/Indirect Costs			
TOTAL PROJECT COST	\$818,600		\$818,600

⁶ Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it. Amount requested for indirect costs should be capped at 10% of amount requested for "Total Labor."

EXHIBIT B1

BUDGET DETAIL AND PAYMENT PROVISIONS
(Local Coastal Programs)

1. Request for Funds

- A. For performance of activities satisfactorily rendered during the term of this Agreement (as specified in EXHIBITS A and B), and upon receipt and approval of the Request for Funds Form described below (also referred to as the “RFF Form”), the Commission agrees to reimburse Grantee for actual expenditures incurred in accordance with the rates specified herein or attached hereto.
- B. Grantee shall submit each RFF form no more frequently than monthly (except as requested by the Commission) but no less frequently than quarterly (assuming activity occurred within that quarter) in arrears via email (preferred method) to your LCP grant coordinator or mailed in triplicate to:

California Coastal Commission Attn: Carey Batha Statewide Planning Division 455 Market St, Suite 300 San Francisco, CA 94105	California Coastal Commission Attn: Jasmine Han Statewide Planning Division 301 E Ocean Blvd, Suite 300 Long Beach, CA 90802
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- C. Each RFF form shall contain the following information:
1. Grantee’s name and address as shown in this Agreement.
 2. Invoice number and date of the RFF
 3. Time period covered by the RFF form during which work was actually done.
 4. Agreement number as shown on this Agreement.
 5. Original or digital signature of the Grantee, specifically the Project Representative, as identified in EXHIBIT A.
 6. Itemized costs by tasks and source of funds as listed in the Scope of Work for the billing period in the same or greater level of detail as indicated in the Project Budget (see EXHIBIT B), with supporting documentation. Only those costs and/or cost categories expressly identified in this Agreement may be reimbursed.
 7. Remaining balance listed by task number from the Scope of Work including the cumulative expenditures to date, the expenditures during the reporting period, and the unexpended balance of funds under this Agreement.
 8. The total amount of all other funds, including matching funds, under the Grantee Matching Funds section of the RFF.

EXHIBIT B1

- D. Attached to the RFF form, the Grantee shall submit a supporting progress report summarizing the work that was completed during the invoice period and the current status of the work for which disbursement is sought, including work by any consultant, and comparing it to the status required by the Scope of Work (budget, timeline, tasks, etc.). Progress reports must be submitted no less frequently than on a quarterly basis, even if an RFF is not submitted.
- E. Notwithstanding the foregoing, the Grant Manager of the Commission may request, and the Grantee shall provide, receipts or other source documents for any other direct expenditure or cost as described in the RFF form, as and when necessary to resolve any issue concerning reimbursement.
- F. The Grantee's failure to fully execute and submit a RFF form, including attachment of supporting documents, may relieve the Commission of its obligation to disburse funds to the Grantee unless and until the Grantee corrects all deficiencies.
- G. Any RFF form that is submitted without the required itemization and documentation will be considered "disputed" and will not be authorized. If the RFF form package is incomplete, inadequate or inaccurate, the Commission will inform the Grantee and will withhold payment until all required information is received or corrected. In the case of non-compliance, the Commission will issue a formal Invoice Dispute Notification [STD (209)] and take necessary action in resolving any disputed matter(s). Any penalties imposed on the Grantee by a consultant, or other consequence, because of delays in payment will be paid by the Grantee and is not reimbursable under this Agreement.
- H. Grant Funds in this award have a limited period in which they must be expended. Grantee expenditures funded by the Commission must occur within the term of the Grant Agreement and before the Termination Date.
- I. The Grantee shall expend Grant Funds in the manner described in the Scope of Work and Project Budget approved by the State. Expenditure on items contained in the approved Project Budget may vary by as much as ten percent with prior approval by the Commission Grant Manager, provided the grantee first submits a revised Project Budget for the purpose of amending the Project Budget. In any event, the total amount of the Grant Funds may not be increased, except by written amendment to this agreement and only if approved by the Commission.

EXHIBIT B1

2. Budget Contingency Clause

- A. It is mutually agreed that if the final Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the Grant Program, this Agreement shall be of no further force and effect, and the Commission shall have no liability to pay any funds whatsoever to Grantee or to furnish any other consideration under this Agreement and Grantee shall not be obligated to continue performance under the provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this Grant Program, the Commission shall have the option at its sole discretion to either cancel this Agreement with no liability accruing to the Commission or enter into an agreement amendment with Grantee to reflect the reduced amount.

3. Prompt Payment Clause

Payment will be made no later than 45 days following receipt of properly submitted, undisputed invoices except as otherwise set forth in, and in each case in accordance with, the California Prompt Payment Act, Government Code section 927, et seq.