

CALIFORNIA COASTAL COMMISSION

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CALIFORNIA COASTAL COMMISSION
LCP PLANNING
GRANT APPLICATION FORM
JULY 30, 2019

The California Coastal Commission (Commission) is pleased to announce the availability of Round 6 grant funding to support local governments in developing new or amending existing Local Coastal Programs (LCPs) pursuant to the [California Coastal Act](#) and with special emphasis on planning for strategies to reduce greenhouse gas emissions, such as through smart growth and multi-modal transportation, to adapt to the impacts of climate change, including sea level rise, increased drought and increased fires, and maximize benefits to disadvantaged and low-income communities. This funding may also be used to develop technical and engineering studies as well as for planning and design of adaptation strategies that address the identified impacts of climate change and sea level rise, including phased strategies identified in recent hazards analysis, vulnerability assessments, and/or adaptation plans. These studies and analysis would inform the selection of adaptation strategies to be reflected in the Local Coastal Program.

Funding is provided by the California Climate Investments program,¹ a statewide initiative funded by appropriations from the Greenhouse Gas Reduction Fund (GGRF), which puts billions of Cap-and-Trade dollars to work by reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment – particularly in disadvantaged and low-income communities.

A total of up to **\$1,500,000** is available for this sixth round of grant funding. This grant application form, and other grant program related materials are available here: <https://www.coastal.ca.gov/lcp/grants/>

Grant applications are due by **September 6, 2019 at 5 pm.**

¹ The Cap-and-Trade program creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.



GRANT APPLICATION FORM

Coastal Commission staff is available to assist during the application process. Applicants are encouraged to reach out to the LCP Grant team with any questions as they develop their applications.

Please note the entire grant application will be public record upon submittal. Click in the shaded text fields to enter text, numbers and dates. The fields will expand to accommodate the data.

APPLICANT INFORMATION

Applicant name (agency): Permit Sonoma	
Address: 2550 Ventura Avenue	
Contact name: Lisa Hulette	Title: Senior Environmental Specialist
Telephone: 707.565.3709	Fax: 707.565.1972
Email: lisa.hulette@sonoma-county.org	
Federal Tax ID#: 94-6000539	

Person authorized to sign grant agreement and amendments:	
Name: Tennis Wick	Title: Director, Permit Sonoma
Application prepared by:	
Name: Lisa Hulette	Title: Senior Environmental Specialist

Signature: _____

Date: 9/6/2019

PROJECT INFORMATION

Project title:	Vehicles Miles Traveled (VMT) Analysis and Guidelines for Sonoma County Coast		
LCP/LCP Segment:	Sonoma County		
Project location			
City/Geographic area:	Sonoma County		
County:	Sonoma		
GPS: Lat 38.2919 N Lon 122.4580 W			
Project timeline			
Start date:	12/2/2019	End date:	12/2/2021



REQUIRED APPLICATION MATERIALS

A complete grant application package will consist of the following materials:

1. **SIGNED GRANT APPLICATION FORM.** The signed **Application Form**, including the agency and responsible party.
2. **MAPS, PHOTOS & SUPPORTING DOCUMENTS.** Applications must include a map showing the planning area for the project. Additional photos, maps and/or other information may be included as attachments if needed to illustrate or support the proposed project: including maps or other information identifying disadvantaged and low-income communities within the planning area as identified through the California Climate Investments program; or supporting information regarding project areas identified to be significantly impacted by climate change or sea level rise within the planning area as identified through the California Climate Investments program.²

Please note: Any photos, maps, and additional information submitted is subject to the unqualified and unconditional right of the State of California to use, reproduce, publish, or display it, free of charge. All items submitted will be considered a public record upon submittal and will be treated in accordance with Public Records Act requirements.³ Please indicate if credit is requested for any photos and/or maps or documents.

3. **PROJECT DESCRIPTION.** Provide a clear description of the proposed project, including the goals and objectives to be achieved, as well as how the proposed project will meet Greenhouse Gas Reduction Fund goals of facilitating greenhouse gas reductions, providing co-benefits⁴, adapting to the impacts of climate change, and maximizing benefits to disadvantaged and low-income communities. The Project Description should indicate whether the proposed project area will include, and how it will benefit, Disadvantaged or Low-Income Communities⁵ (collectively described as “priority populations”) as identified on the California Air Resources Board Climate Investments for Disadvantaged and Low-Income Communities website (see www.arb.ca.gov/ci-communityinvestments). The Project Description must also describe how the proposed project will fulfill the selection criteria identified below (see also Attachment C of the Application). The Project Description section should be no more than 2 pages in 12 point font, single-spaced.

Vehicles Miles Traveled (VMT) Analysis and Guidelines for Sonoma County Coast Project Description.

SB 743 (adopted in 2013) changes how transportation impacts are measured under CEQA in the review of land use and transportation plans and projects. SB 743 removed automobile delay as the primary measure of transportation impacts of environmental significance, typically measured by traffic level of service (LOS), and required the Governor's Office of Planning and

² California Climate Investments program <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

³ Per the CCI Funding Guidelines for Administering Agencies, <https://ww2.arb.ca.gov/resources/documents/ci-funding-guidelines-administering-agencies>; and Government Code Sections 6250-6276.48

⁴ For a description of co-benefits, see: www.arb.ca.gov/ci-cobenefits. Co-benefits related to vehicle miles travelled, climate adaptation, and community engagement may be particularly relevant to the LCP Grant Program.

⁵ Applicants are encouraged to complete and submit as supporting information, the *Evaluation Criteria for Providing Benefits to Priority Populations* template, which can be found at: https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/ccidoc/criteriatable/criteria_table_planning.pdf?_ga=2.155306811.1489558722.1557335871-445928951.1557335871



Research (OPR) to develop revisions to CEQA Guidelines establishing criteria for determining the significance of transportation impacts. OPR selected Vehicle Miles Traveled (VMT) as the preferred metric to comply with SB 743.

As a result of changes relating to SB743, beginning July 1, 2020, the County of Sonoma will be required to analyze project-related VMT to determine whether transportation impacts from a given development would constitute a significant environmental impact under CEQA. In order to properly evaluate impacts, it will be necessary for local agencies to establish methodologies and quantified thresholds from which to determine levels of significance. At present Sonoma County does not have a reliable methodology or mechanism in place to transition to develop alternative metrics to replace the use of the current vehicular LOS.

Permit Sonoma is collaborating with the Coastal Commission's North Central Coast District to prepare a Local Coastal Plan (LCP) update; adoption and certification of the updated Plan is expected in 2020. The Sonoma County Local Coastal Program includes three components, the Local Coastal Plan, Implementation Plan (Coastal Zoning Code), and Administrative Manual. The title of this project is "**Vehicles Miles Traveled (VMT) Analysis and Guidelines for Sonoma County Coast**" (Project). The Project will fund a critical analysis of greenhouse gas emissions and VMT on the Sonoma Coast and then implement SB 743 through development of a web-based VMT and guidelines for analyzing local thresholds. The Sonoma County Coast is a unique geographic area when considering VMT because it is characteristically rural and located along the Highway 1 corridor with limited other access, yet it attracts many visitors and residents, many of which live in disadvantaged communities.

The Project will develop a study focused on VMT and subsequent greenhouse gas emission reductions necessary to reach the goals established in SB 743. The emphasis of the analysis will be on development on the Sonoma County coast and provide the County with an accurate, science-based model to equitably regulate impacts related to land use and recreational activity along the coast. Specifically an economic analysis of the balance between jobs and housing from the perspective of a rural tourist economy, and the reality that many service workers in the coastal region probably travel long distances to get to their jobs. The Project will evaluate existing VMT threshold strategies and then develop sustainable policies to safeguard low cost visitor servicing and disadvantaged communities are not negatively impacted, while also ensuring the County's ability to meet CEQA requirements – and ideally can benefit from – the ability of developers and business owners to mitigate potential impacts to already stressed housing stocks. Virtually all existing mitigations are derived from urban and semi-urban contexts nationwide. This project will develop applicable mitigations to add value in the rural/coastal context.

Permit Sonoma will achieve the following scope:

- Implement Draft Local Coastal Program policies and programs to reduce greenhouse gas emissions and consider thresholds for Vehicle Miles Traveled (California Coastal Commission Grant LCP18-02)
- Implement SB 743 and new CEQA Guidelines for GHG emissions and VMT, and identify local thresholds for VMT, consistent with SB743 requirements ;



- Move Sonoma County in an overall progressive and pragmatic directions, working with partners to shift away from the use of Level of Service in CEQA;
 - Develop guidance on thresholds and methodology, developing Sonoma County specific, consistent guidance on setting VMT thresholds, estimating project GMT, and estimating VMT reductions on land use projects (i.e., VMT Estimation Tool)
 - Develop a guidance document and menu of potential mitigation measures tailored to the Sonoma County Coastal Zone to be applied to future development projects
 - Ensure continued protection of coastal resources and public access to the coast while meeting or exceeding the Counties adopted greenhouse gas emissions reduction targets;
 - Develop a prioritized set of mitigation actions to offset impacts to the County’s rural/coastal communities.
 - Inform stakeholders, including public and private entities, decision makers and residents on action-oriented solutions to meet California’s GHG reduction goals.
4. **TASK DESCRIPTIONS AND SCHEDULE.** Provide a description of the tasks that will accomplish your project goals and objectives (see Section A below) and complete a proposed schedule, including anticipated benchmarks, for implementation of each task (see Section B below). Please note that grant work should not extend past **March 31, 2022**.
- A. TASK DESCRIPTIONS:** Identify specific tasks and subtasks to be accomplished and provide a narrative description of each task and subtask, including the technical approach needed to accomplish the task, the roles of partners and stakeholders, and the potential obstacles to successful completion of the goals and objectives discussed in the Project Description (as it relates to each task and subtask). Task descriptions should briefly state how they support the overall project goal and how they will help the complete project meet Greenhouse Gas Reduction Fund goals to reduce greenhouse gas emissions, adapt to the impacts of climate change, maximize benefits to disadvantaged and low-income communities, and provide co-benefits to the State of California (see Eligible Projects and Project Priorities in the Announcement). Proposed deliverables for each task should be described as well (e.g., sea level rise vulnerability assessments, adaptation reports, Draft Land Use Plans, Draft Implementation Plans, Final Local Coastal Program, technical studies, economic analyses, project designs, etc.). Please describe how the project applicant will conduct outreach to engage stakeholders in the planning process, particularly those from disadvantaged and low-income communities, including how the project applicant will consult with these priority populations to determine if there are any potential substantial burdens to these communities resulting from the project efforts; how these stakeholders will be involved in the planning or assessment process; and any specific co-benefits to disadvantaged or low income communities that will result from the project (e.g., the potential for job creation, improvements in public health, improved water quality, and new recreational opportunities). If your project includes partners, please identify their roles and responsibilities.

Vehicle Miles Traveled Analysis and Guidelines for Sonoma Coast Scope of Work

In 2019, the County of Sonoma received funding from the Coastal Commission to complete an update of the County’s 2001 Local Coastal Plan (LCP). The County is moving forward with the LCP, which will serve as the General Plan for the Sonoma Coast. However, in a separate, yet



related effort, the County’s Local Coastal Program (e.g., LCP Update, Implementation Plan and Zoning Code) must develop a consistent and socially equitable policy to implement SB 743 for land use projects and plans in our CEQA documents. This will be accomplished by:

- Gather baseline transportation data for coastal Sonoma County
- Develop and launch stakeholder outreach strategy
- Develop a web-based Vehicles Miles Traveled Estimation Tool for coastal land use projects
- Develop County policy to meet SB 743 Guidelines

I. **Task 1. REVIEW EXISTING POLICIES AND GATHER BASELINE DATA**

- **Sub-Task 1.1: Organize and Review Existing Thresholds**
- **Sub-Task 2.1: Gather and Analyze Baseline Data**

Deliverable(s): Summary of existing VMT policies and development of baseline vehicular miles traveled data.

- II. **Task 2: DEVELOP AND LAUNCH STAKEHOLDER OUTREACH STRATEGY.** Under this task, Permit Sonoma will develop a stakeholder working group to guide the development of VMT thresholds and the resulting VMT Estimation Tool. Working group members will include: planning partners, community members, appropriate County Departments (i.e., Transportation and Public Works, General Services, etc.) and the Sonoma County Transit Authorities and other state or federal agency partners that may have an interest in the project.

A project working group will be established at the beginning of the grant and included in all outreach efforts. The working group will be responsible for making key decisions in the development of thresholds and the selection of the appropriate model for the VMT Estimation Tool.

The project working group will meet on an as-needed basis throughout the project to make key decisions and provide direction to the Permit Sonoma project team. In an effort to reduce time investment, Permit Sonoma, or its designated agent, will use various sources to host meetings, including web-based technology and conference calls. Permit Sonoma, or its designated agent, will develop the agendas for all meetings, will be responsible for securing meeting venues, and will record and synthesize meeting minutes from each session.

The Project will also fund a public involvement strategy. Depending on the level of interest in the coastal community residents, the strategy will be enhanced or adapted to seek the public’s interest and support for how the County will implement the VMT thresholds for land use projects, and how these thresholds may impact the community and local housing stock. At a minimum, Permit Sonoma will hold a minimum of four (4) public meetings. In addition to public meetings, will post public notices or press releases announcing the initiation of the VMT threshold guidance process Permit Sonoma will prepare the content of all press releases. Permit Sonoma will be responsible for dissemination of all press releases and providing documentation of any response to the releases. Permit Sonoma will produce materials to support the website such as “Frequently Asked Questions” (FAQs) on the new CEQA requirements and impacts on coastal land use projects

- **Sub-Task 2.1 Stakeholder working group.** *Deliverable:* Project kickoff meeting with County planning team and working group members; Facilitation of working group meetings, including agenda and post-meeting minutes.
- **Sub-Task 2.2 Public Outreach.** *Deliverable:* Facilitation of all public meetings (a maximum of 4 meetings); Preparation of all content for public meetings; Press release content; and Website support documents

Task 3: DEVELOP WEB-BASED VMT ESTIMATION TOOL As Sonoma County moves to estimate VMT for coastal land use projects and plans one of the decisions we face is what tool(s) to use. OPR provided some general guidance on estimating project VMT in their Technical Advisory, but has left considerable discretion to Lead Agencies to select a tool. Based on the example set by other lead agencies (e.g., City of San Jose) s that have made the LOS-to-VMT switch so far, it appears that land use project evaluation will involve a combination of: (a) "screening out" projects that meet certain criteria so their VMT does not need to be quantified; (b) running a travel demand model for larger or more unique projects; and (c) using a spreadsheet or web-based "sketch tool" for more routine projects. The Project will fund the development of a VMT Estimation Tool that will use baseline data developed in Task 1, the Sonoma Coast travel demand model and VMT reduction to develop a VMT Estimation Tool. The VMT Estimation Tool will be a GIS and web-based.

Deliverable: GIS and web-based VMT Estimation Tool

Task 4. DEVELOP Local Guidelines, Thresholds and Mitigation Actions. The Project will evaluate existing VTM threshold strategies and then develop sustainable policies to safeguard low cost visitor servicing and disadvantaged communities are not negatively impacted, while also ensuring the County's ability to meet CEQA requirements – and ideally can benefit from – the ability of developers and business owners to mitigate potential impacts to already stressed housing stocks. Virtually all existing mitigations are derived from urban and semi-urban contexts nationwide. This project will develop applicable mitigations to add value in the rural/coastal context. Given the region's rural/suburban land use context, the project will identify the threshold strategies that are most the most appropriate.

- **Sub-Task 4.1 Sonoma County Rural/Coastal Guidelines.** *Sub-task 4.1 Deliverable: Public document, available in both hard copy and on the web with Guidelines on how to utilize VMT in rural, coastal Sonoma County*
- **Sub-Task 4.2 VMT Thresholds, consistent with SB743 requirements.** Discussion and analysis threshold options that are available on the coast. *Sub-task 4.2 Deliverable: Develop and set thresholds consistent with SB 743 requirements and*
- **Sub-Task 4.3 Mitigation Actions for VMT will be developed for land use and transportation given the context of the rural/coastal region.** Given that most VMT mitigation strategies are focused on the urban, suburban areas, there are few options currently available in our rural region and innovation will need to be applied in these areas. We recognize that disruptive trends, including but not limited to, transportation network companies (TNCs), autonomous vehicles (AVs), internet shopping, and micro-transit may affect the future effectiveness of these



strategies. Mitigation actions that may be considered include, but are not limited to, increasing diversity of land uses, providing pedestrian network improvements, provide traffic calming measures and low-impact bicycle network improvements, car sharing programs, increasing transit service and frequency and encouraging telecommuting and alternative work schedules. *Sub-Task 4.3 Deliverable: Development of prioritized list of mitigation actions that apply in the rural/coastal context.*

I. Task 5: Final Close-out

PROJECT MANAGEMENT. Permit Sonoma will convene and oversee public meetings, stakeholder working groups. Permit Sonoma will develop all contract and financial documents throughout the project lifetime. If a consultant is utilized, then the consultant will be selected through the established Sonoma County bidding process.

B. SCHEDULE: Complete the schedule template below for each task and subtask. The schedule should include start and end dates for each task, subtask, and significant milestone, as well as the end dates for the submittal of deliverables, including interim drafts and final drafts as applicable (e.g. Draft Vulnerability Assessment and Final Vulnerability Assessment). Please note that grant projects should be completed by March 31, 2022.

Proposed starting date: 12/2/2019

Estimated completion: 12/2/2021

Task 1. Review Existing Policies and Gather Baseline Data	Projected start date: 12/3/2019	End date: 6/1/2020
1.1 Organize and Review Existing Thresholds	Projected start date: 12/2/2019	End date: 2/3/2020
1.2 Gather and Analyze Baseline Data	Projected start date: 12/2/2019	End date: 6/1/2020
Deliverables <i>Summary of existing VMT policies and development of baseline vehicular miles traveled data.</i>	Interim start date: 12/2/2019	Interim end date: 6/1/2020
	Final start date: 12/2/2019	Final end date: 6/1/2020

Task 2. Develop and Launch Stakeholder Strategy	Projected start date: 1/6/2020	End date: 11/30/2021
2.1 Stakeholder Working Group	Projected start date: 1/6/2020	End date: 6/4/2021
2.2 Public Outreach	Projected start date: 1/6/2020	End date: 11/30/2021
Deliverables 2.1 Project kickoff meeting with County planning team and working group members; Facilitation of working group meetings, including agenda and post-meeting minutes. 2.2 Facilitation of all public meetings (a maximum of 4 meetings); Preparation of all content for public meetings; Press release content; and Website support documents	Interim start date: 1/6/2020	Interim end date: 11/30/2021
	Final start date: 1/6/2020	Final end date: 11/30/2021
Task 3. Develop Web-Based Estimation Tool	Projected start date: 6/30/2020	End date: 6/30/2021
Task 4. Develop Local Guidelines, Thresholds and Mitigation Actions	Projected start date: 6/30/2020	End date: 11/1/2021
Sub-Task 4.1 Local Guidelines	Projected start date: 6/30/2020	End date: 11/1/2021
Sub-Task 4.2 VMT Thresholds, consistent with SB 743	Projected start date: 6/30/2020	End date: 11/1/2021
Sub-Task 4.3 Mitigation Actions	Projected start date: 6/30/2020	End date: 11/30/2021
Deliverables 4.1 <i>Public document, available in both hard copy and on the web with Guidelines on how to utilize VMT in rural, coastal Sonoma County</i> 4.2 <i>Local thresholds consistent with SB 743 requirements</i> 4.3 <i>List of mitigation actions that apply in the rural/coastal context.</i>	Interim start date: 1/6/2020	Interim end date: 11/30/2021

5. **BUDGET.** Please include a task-by-task budget for both County/City staff labor and for potential consultants; budget detail on sub-tasks is not necessary. Note that consultant costs



must be listed by task and must include all costs relating to consultant labor, travel⁶, supplies, overhead, etc. If consultants will be hired at a later date, please include a budget estimate per task that can be updated after hiring the consultants.

County of Sonoma Application Budget Information

Funding Request: \$200,000

Total Project Cost: \$250,000

	<i>CCC Grant Total</i>	<i>Match/ Other Funds (Direct County Staff)</i>	<i>Match/ Other Funds (County General Fund)</i>	<i>Total (LCP Grant Funds + Match/ Other Funds)</i>
LABOR COSTS⁷				
County/City Staff Labor				
Task 1. Review VMT Existing Policies and Gather Baseline Data	\$5,000	\$1,250		\$6,250
Task 2. Stakeholder Engagement	\$10,500	\$2,625		\$13,125
Task 3. Web-Based VMT Estimation Tools	\$30,000	\$7,500		\$37,500
Task 4. VMT Guidelines, Thresholds and Mitigation Actions	\$75,000	\$18,750		\$93,750
Task 5. Project Closeout	\$2,500	\$625		\$3,125
Total Labor Costs	\$123,000	\$30,750		\$153,750
DIRECT COSTS				
County/City Staff Project Supplies				
<i>Total</i>	-	-	-	-
County/City Staff Travel In State⁸				
<i>Total</i>	-	-	-	-
Consultants⁹				
Task 1. Existing Policies and Baseline Data	\$2,000		\$500	\$2,500
<i>Task 2. Stakeholder Engagement</i>	\$5,000		\$1,250	\$6,250
Task 3. Web-Based VMT Estimation Tools	\$20,000		\$5,000	\$25,000
Task 4. VMT Guidelines, Thresholds and Mitigation Actions	\$50,000		\$12,500	\$62,250
Total	\$77,000		\$19,250	\$96,000
Total Direct Costs				

⁶ Consultant and subconsultant travel expenses may be billed to the relevant consultant and subconsultant task budget they pertain to and do not require a Travel Expense Claim form. Any travel and reimbursable costs incurred by consultants and subconsultants in excess of State’s travel reimbursement rates will not be reimbursed unless prior authorization is obtained, consistent with the grant terms and conditions. For more information see: <http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>

⁷ Amount requested should include total for salary and benefits.

⁸ Travel reimbursement rates are the same as similarly situated state employees.

⁹ All consultants must be selected pursuant to a bidding and procurement process that complies with all applicable laws.



	CCC Grant Total	Match/ Other Funds (Direct County Staff)	Match/ Other Funds (County General Fund)	Total (LCP Grant Funds + Match/ Other Funds)
OVERHEAD/INDIRECT COSTS ¹⁰				
TOTAL PROJECT COST	\$200,000	\$30,750	\$19,250	\$250,000

6. **A RESOLUTION FROM THE APPLICANT’S GOVERNING BODY.** Please submit a resolution that contains the following authorizations: 1) authority to submit the proposal, 2) authority to enter into a grant agreement with the California Coastal Commission if the grant is awarded, and 3) designation of the applicant’s authorized representative (name and title). A sample resolution is provided as Attachment A. Resolutions should also contain clear statements of commitment to full completion of the intended grant process, including submission of applicable LCP products (LCP submittal or amendment) to the Commission for review.

SUBMISSION DATES

The application period closes Friday, September 6, 2019. Completed application packets must be RECEIVED by 5 pm, on September 6, 2019. Applications must be emailed or mailed; faxed responses will not be considered.

If the governing body of an applicant cannot adopt a resolution similar to Attachment A of the application by the submission date, the applicant can submit the proposal with a draft resolution, provide a date for when the governing body will consider adoption of the resolution, and **submit the adopted resolution by 5 pm, Friday, September 20, 2019**. All other materials must be submitted by the September 6, 2019 deadline. Applications will not be deemed complete until an adopted resolution is received. **Applications that do not contain a final, adopted resolution by 5 pm, September 20, 2019 will not be considered for funding.**

The Commission anticipates awarding the sixth round of grants in October or November of 20

***Attachment 1. Vehicles Miles Traveled (VMT) Analysis and Guidelines for Sonoma County Coast DRAFT Resolution from Sonoma County Board of Supervisor’s.**

SUBMISSION REQUIREMENTS

Please submit the completed application form, including all attachments, via email to LCPGrantProgram@coastal.ca.gov. Submit all application materials combined in a single PDF file, AND submit the Project Description, Task Descriptions, Schedule, and Budget as a Word document.

If you are unable to submit via email, you may mail a CD and hard copy to the Coastal Commission:

¹⁰ 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.”



Tamara Doan
Coastal Program Analyst – Statewide Planning Unit
California Coastal Commission
725 Front Street, Suite 300
Santa Cruz, CA 95060
(831) 427-4863

Please note: all information that you submit is subject to the unqualified and unconditional right of the State of California to use, reproduce, publish, or display it, free of charge. All documents submitted will be considered a public record upon submittal and will be treated in accordance with Public Records Act requirements.¹¹ Please indicate if credit is requested for any photos and/or maps.

¹¹ Per the CCI Funding Guidelines for Administering Agencies, <https://ww2.arb.ca.gov/resources/documents/cci-funding-guidelines-administering-agencies>; and Government Code Sections 6250-6276.48



QUESTIONS

Coastal Commission staff are pleased to assist local governments during preparation of LCP grant applications. Please send questions on the grant application process, including project eligibility and the California Climate Investment program and GGRF funding requirements to: **Tamara Doan**, at LCPGrantProgram@coastal.ca.gov, or call **(831) 427-4863**

Questions regarding the LCP process and update approach should be directed to the LCP grant coordinator for Northern, Central or Southern California:

- For Northern California counties (Del Norte through San Luis Obispo), please contact: **Kelsey Ducklow** at: Kelsey.Ducklow@coastal.ca.gov, or call **(415) 904-2335**.
- For Central California counties (Santa Barbara, Ventura, and Los Angeles), please contact: **Ashley Reineman** at: Ashley.Reineman@coastal.ca.gov, or call **(805) 585-1800**.
- For Southern California counties (Orange and San Diego), please contact: **Carey Batha** at Carey.Batha@coastal.ca.gov, or call **(415) 904-5287**

For District-specific questions, contact information for each district office is listed below.

North Coast (Del Norte, Humboldt, Mendocino Counties)

- Alison Dettmer, Deputy Director
Email: Alison.Dettmer@coastal.ca.gov, Phone: (415) 904-5200
- Bob Merrill, District Manager
Email: Bob.Merrill@coastal.ca.gov, Phone: (707) 826-8950

North Central Coast (Sonoma, Marin, San Francisco, San Mateo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863
- Jeannine Manna, District Manager
Email: Jeannine.Manna@coastal.ca.gov, Phone: (415) 904-5250

Central Coast (Santa Cruz, Monterey, San Luis Obispo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863
- Susan Craig, District Manager
Email: Susan.Craig@coastal.ca.gov, Phone: (831) 427-4863

South Central Coast (Santa Barbara and Ventura Counties, and the Malibu portion of Los Angeles Counties)

- Steve Hudson, Deputy Director
Email: Steve.Hudson@coastal.ca.gov, Phone: (805) 585-1800
- Barbara Carey, District Manager
Email: Barbara.Carey@coastal.ca.gov, Phone: (805) 585-1800



South Coast (Los Angeles (except Malibu) and Orange Counties)

- Karl Schwing, Deputy Director, Orange County
Email: Karl.Schwing@coastal.ca.gov, Phone: (562) 590-5071
- Steve Hudson, Deputy Director, Los Angeles County
Email: Steve.Hudson@coastal.ca.gov, Phone: (562) 590-5071
- Amber Dobson, District Manager
Email: Amber.Dobson@coastal.ca.gov, Phone: (562) 590-5071

San Diego (San Diego County)

- Karl Schwing, Deputy Director
Email: Karl.Schwing@coastal.ca.gov, Phone: (619) 767-2370
- Deborah Lee, District Manager
Email: Deborah.Lee@coastal.ca.gov, Phone: (619) 767-2370

ATTACHMENT A

SAMPLE RESOLUTION¹²

WHEREAS, the Budget Act of 2018 and 2019, respectively, provide \$1,500,000 for Coastal Commission grants to local governments to support Local Coastal Program (LCP) planning that results in the reduction of greenhouse gas emissions and adaptation to the impacts of climate change; and

WHEREAS, the California Coastal Commission, under the authority of the California Coastal Act, may provide financial assistance to support coastal planning and has approved a competitive grant program to provide such financial assistance for LCP planning; and

WHEREAS, the goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including especially new understandings and concern for the effects of climate change; and

WHEREAS, grant proposals submitted under this grant program must complete Local Coastal Program (LCP) planning work with special emphasis on reducing greenhouse gases and addressing the effects of climate change and sea-level rise; and

WHEREAS, (insert name of jurisdiction), has [does not yet have] an effectively certified LCP [or LCP segment]; and

WHEREAS, the (name of jurisdiction), desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to the LCP [in whole or in part]; and

[For uncertified areas] WHEREAS, the (name of jurisdiction), desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an LCP and desires to assume permit issuing authority; and

WHEREAS, the (name of jurisdiction) commits to and agrees to fully support a planning effort intended to [complete or] amend a certified LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the Coastal Commission staff.

NOW, THEREFORE, BE IT RESOLVED, that the [name of legislative or policy body], of the [name of jurisdiction], hereby:

1. Directs [name of jurisdiction] staff to submit the grant application package attached hereto as Attachment 1 to the California Coastal Commission to provide financial and planning assistance, under authority of the California Coastal Act, in the amount of \$ _____ to fund the project more particularly described in the grant application package.

¹² This sample is provided for informational purposes only; please contact your attorney before using this sample.



- 2. Authorizes the (title of official), of the (name of jurisdiction), to execute, in the name of the (name of jurisdiction), all necessary applications, contracts and agreements and amendments thereto to implement and carry out the grant application package attached hereto and any project approved through approval of the grant application.

PASSED AND ADOPTED by the (name of legislative or policy body), of the (name of jurisdiction), on this ____ day of _____, 2019 on the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Attest:

Signed:

(name and title of official authorized to sign resolutions of the governing body)



ATTACHMENT B - APPLICATION CHECKLIST

A complete Grant Application Packet includes the following components. Please submit all documents in a single PDF file and the Project Description, Task Descriptions, Schedule, and Budget as a Word document, as noted below. **It is very important to receive the PDF file and a Word document for efficiency in preparing grant agreement documents.** Thank you for your attention to these important components of the application.

- Signed LCP Grant Application Form (.pdf)
- Project Description (.doc)
- Task Descriptions, Schedule, and Budget (.doc)
- Signed Resolution (.pdf)
- All documents combined into a single PDF file (.pdf)

ATTACHMENT C – SELECTION CRITERIA

Applications for Round 6 LCP planning grants will be evaluated for their ability to complete LCP planning work. Projects selected for funding will be those that best meet the Commission’s adopted selection criteria, which were updated at the June 2018 hearing to reflect GGRF funding goals¹³:

◆ **Public Benefit/Significance and Environmental Justice**

The Commission will consider the extent to which the proposed LCP planning effort will address issues of statewide significance and maximize public benefits of the coast. These can include: reducing greenhouse gases and addressing the impacts of climate change and sea level rise; preserving and enhancing coastal habitat; protecting, providing and enhancing public access; protecting priority land uses such as agriculture, coastal dependent development, or recreation; protecting and providing lower cost visitor and recreational opportunities.

LCPs are the means to implement the policies of Chapter 3 of the Coastal Act at the local level and when submitted are reviewed by the Commission for conformance with the Coastal Act. As LCPs have become more dated, their ability to provide an up to date framework to govern coastal development in light of changed circumstances and new scientific information may be weakened. The Commission will consider the extent to which priority Coastal Act resources are addressed and the public benefits maximized.

Additionally, in 2016, the Legislature passed AB 2616 giving the Coastal Commission explicit authority to consider environmental justice, defined in California Government Code Section 65040.12(e) as: “The fair treatment of people of all races, cultures, and incomes with respect to the development, adoption, implementation and enforcement of environmental laws, regulations, and policies.” Residents of poorer communities or communities of color can often bear a disproportionate burden of pollution or other environmental harms, while suffering from a lack of environmental services, such as clean drinking water, clean air, and access to parks and open space. Addressing these types of disparities is critical for ensuring that Coastal Act goals of protecting coastal resources for all are fulfilled, particularly as climate change results in evolving risks, and the Coastal Commission will consider the extent to which environmental justice issues are addressed when evaluating grant proposals.

◆ **Addressing the Effects of Climate Change**

Climate change is one of the most significant policy areas to emerge since many of the LCPs have been certified. The Commission is seeking LCP updates that address the effects of climate change, including land use, transportation, and habitat restoration and conservation policies that facilitate reductions in greenhouse gases and vehicle miles travelled, as well as the planning and implementation of strategies to adapt to sea level rise and other issue areas affected by climate change, such as changes in habitat and fire hazards. Special consideration will be given to LCP amendment proposals that include coastal resilience planning.

¹³ See: [Recommended Update to Priorities and Evaluation Criteria for the Local Coastal Program \(LCP\) Grant Program](#), adopted June 6, 2018.

◆ **Relative Need for LCP Update**

Related to the public benefits of a proposal, the Commission will consider the relative need for an LCP update, considering the length of time since an LCP or LCP segment has been updated and the significance of the issues proposed to be updated. For example, many jurisdictions have identified needs to reduce vehicle miles travelled, improve public transit, and enhance pedestrian and bicycle options, particularly to and along the coast. Others may seek to assess vulnerability and develop adaptation solutions to address sea level rise, fire, or other climate change impacts to critical infrastructure, recreational amenities and open space, or significant wetland and habitat areas. A proposal to complete technical studies, economic analyses, mapping, public outreach, and development of LCP policies in support of these options may be important.

◆ **Likelihood of Success/Effectiveness**

The Commission has had past grant programs where the investment of public funds has not resulted in completed certified LCPs or LCP Amendments. In a few cases, funding has been awarded but reverted. Overall, the success of the Commission's grant program will be measured by the progress made toward LCP certification, update, or amendment.

The Commission thus will consider the likelihood of success of each proposal, including evaluating the practicality, feasibility, and effectiveness of a proposed work program that may lead to successful implementation. Proposals should address the need for coordination with the public and the Commission and provide for practicable benchmarks for LCP amendment development and review.

Other evidence in support of this criteria may include resolutions of intent and endorsement for the proposed work from the jurisdiction and other organizations, matching funds or other complementary efforts (see below), or other factors that may affect the likelihood that an LCP amendment will be successfully completed. Applicants will be asked to describe any LCP planning work that has been initiated or is already underway at the local level and how this grant program is needed to substantially further that effort. A resolution from the applicant committing to completing an LCP Amendment submittal to the Commission will be required as part of the application.

For new LCP development, the local government should demonstrate its willingness and capacity to assume local coastal development permit processing. Related, some areas of the coastal zone remain uncertified because the Commission and local government have been unable to reach agreement on the resolution of issues or the issue is particularly intractable. The Commission will consider the likelihood that such areas and specific policy questions can be successfully addressed, leading to certification of the area.

◆ **Project Integration/Leverage/Matching Funds**

The Commission will consider the relationship of the LCP work program to other planning work being undertaken by the jurisdiction. There are several statewide grant programs underway which may positively integrate with this LCP Planning Grant program. Applicants will be asked to describe any other related grant awards (such as through past Coastal Commission grant rounds, or from the Ocean Protection Council, Coastal Conservancy, Caltrans, or the Strategic



Growth Council) that may support the LCP planning work. The Commission will consider the ability to integrate and leverage any additional program funds available that could help support LCP certification, update, or amendment.