

# Transformative Climate Communities: Planning Grants Application Process

August 29, 2018



CALIFORNIA  
STRATEGIC  
GROWTH  
COUNCIL



# AGENDA

- Introductions
- Planning Grants Background
- Application Components
- Application Review Process
- Timeline
- Resources
- Questions

# PLANNING GRANTS BACKGROUND



# PLANNING GRANTS BACKGROUND

- Individual grants of up to \$200,000 each
- Funds for planning activities in communities that may be eligible for future TCC Implementation Grants
  - Activities that directly benefit vulnerable communities
  - Further the development of future Implementation Grants

# APPLICANT ELIGIBILITY

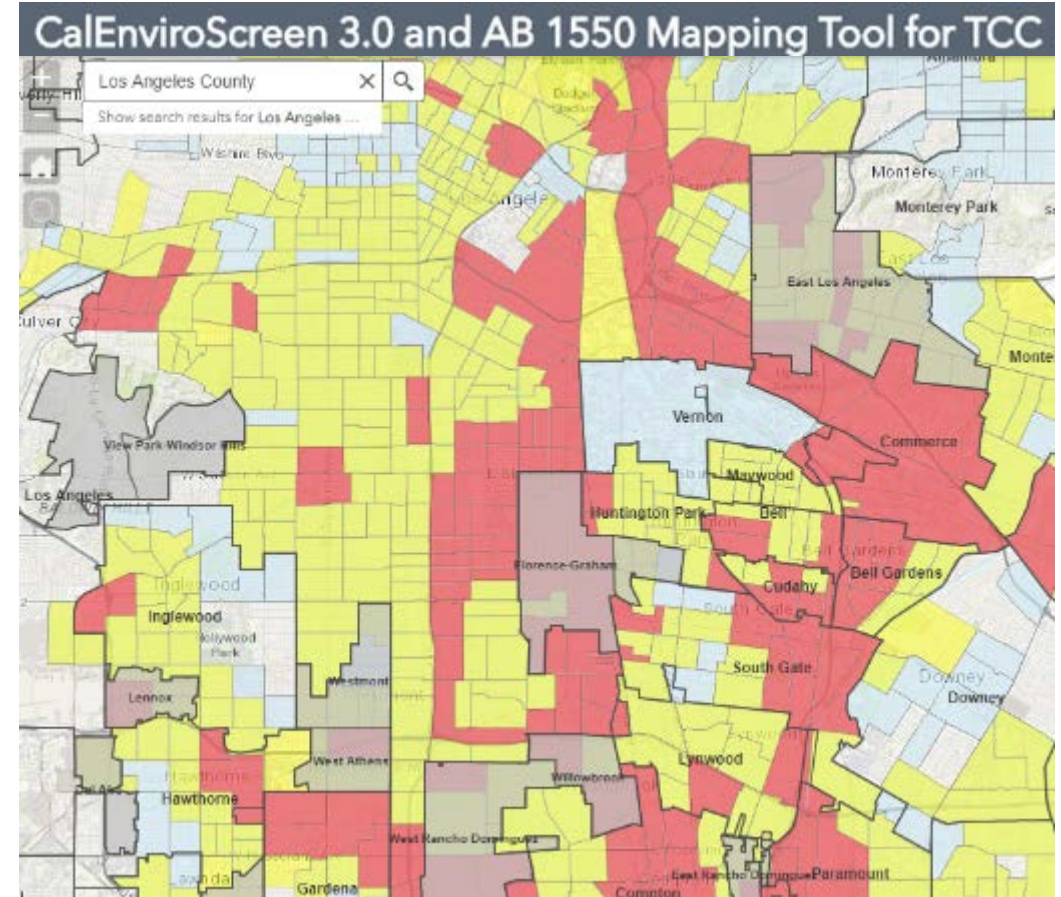
- Cities
- Counties
- Metropolitan planning organizations
- Joint powers authorities
- Regional transportation planning agencies
- Councils of government
- Combinations of jurisdictions

# APPLICANT ELIGIBILITY

- There must be a minimum of two (2) joint Partners on the project.
- Priority in scoring will be given to Applicants that are able to demonstrate strong and diverse partnerships, including with community-based organizations and other stakeholder groups.

# PLANNING AREA REQUIREMENTS

- Must be contiguous
- Made up of Census Tracts within Top 25% disadvantaged communities, per CalEnviroScreen 3.0
- Consistent with existing state, regional, and local plans



# PLANNING OBJECTIVES

- Advance objectives prioritized in local adopted plans
- Promote TCC Program Objectives
- Prepare applicants to meet the Implementation Grant Transformative Requirements



# PLANNING ACTIVITIES

Examples of TCC eligible planning activities:

- Updating of policies and codes to enable future development
- Completion of fiscal analyses and studies to understand the costs of development and proposed fee structures
- Efforts to build staff and department capacity to carry out planning work
- Preparation of climate action and climate adaptation plans
- Designing or enhancing community engagement activities or plans

# APPLICATION COMPONENTS

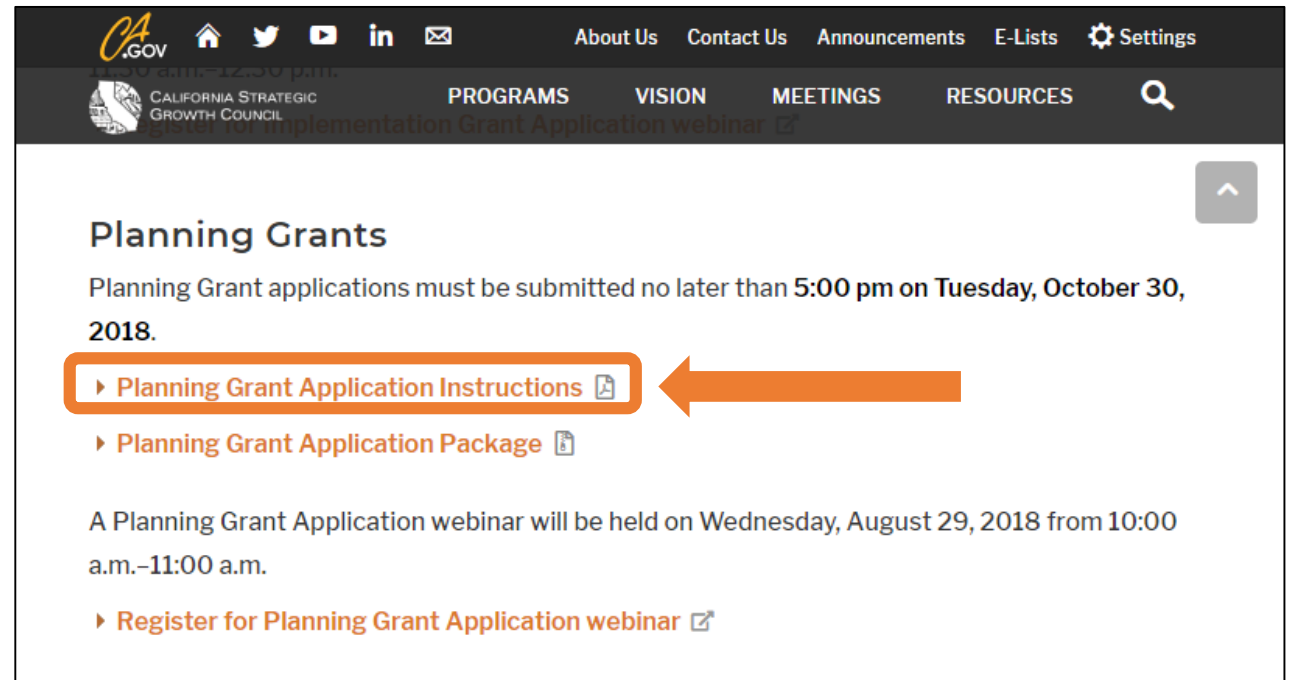


# APPLICATION COMPONENTS

- Instructions
- Narrative Questions in FFAST
- Planning Grant Workbook that includes:
  - Identification of lead and co-applicants
  - Project budgets and work plans
- Letter of Intent
- Letter of Support
- Resolution from the public agency that will serve as the Lead Applicant

# INSTRUCTIONS

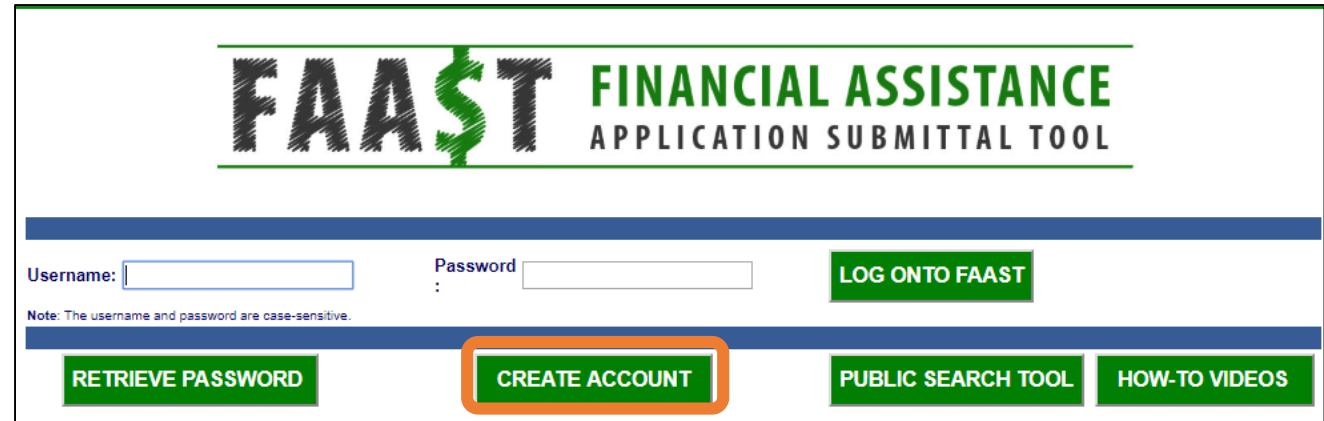
- Available for download from the TCC Resources webpage
- Read all instructions before beginning work.



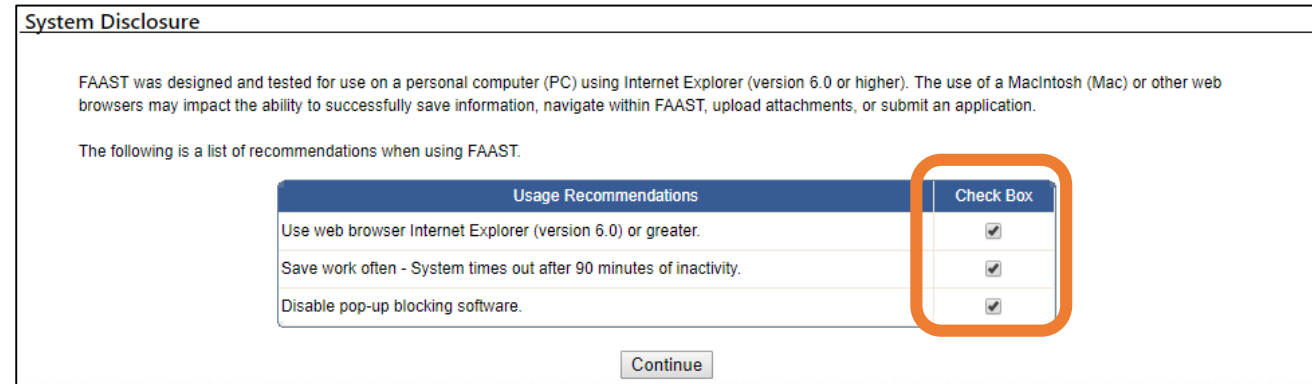
The screenshot shows the website header for the California Strategic Growth Council. The navigation menu includes 'About Us', 'Contact Us', 'Announcements', 'E-Lists', and 'Settings'. Below the header, there are tabs for 'PROGRAMS', 'VISION', 'MEETINGS', and 'RESOURCES'. The main content area is titled 'Planning Grants' and contains the following text: 'Planning Grant applications must be submitted no later than 5:00 pm on Tuesday, October 30, 2018.' Below this text, there are three links: '▶ Planning Grant Application Instructions' (highlighted with an orange box and an arrow), '▶ Planning Grant Application Package', and '▶ Register for Planning Grant Application webinar'. The footer of the page features the California Strategic Growth Council logo and name.

# FAAST

- Create an Account
- Start an Application
- Check “System Disclosure” boxes
- Select an RFP

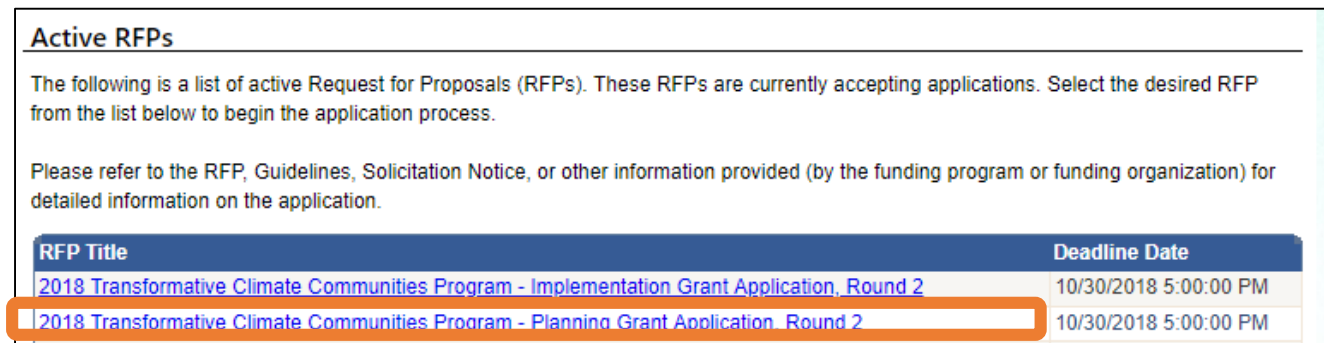


The image shows the top section of the FAAST website. At the top center is the logo "FAAST FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL". Below the logo is a login section with "Username:" and "Password:" labels, each followed by a text input field. To the right of the password field is a green button labeled "LOG ONTO FAAST". Below the login section is a horizontal navigation bar with four green buttons: "RETRIEVE PASSWORD", "CREATE ACCOUNT" (highlighted with an orange border), "PUBLIC SEARCH TOOL", and "HOW-TO VIDEOS".



The image shows the "System Disclosure" page. It contains a paragraph of text stating that FAAST was designed for use on a personal computer (PC) using Internet Explorer (version 6.0 or higher). Below this is a table with "Usage Recommendations" and "Check Box" columns. The "Check Box" column contains three checked boxes, which are highlighted with an orange border. A "Continue" button is located at the bottom of the page.

Usage Recommendations	Check Box
Use web browser Internet Explorer (version 6.0) or greater.	<input checked="" type="checkbox"/>
Save work often - System times out after 90 minutes of inactivity.	<input checked="" type="checkbox"/>
Disable pop-up blocking software.	<input checked="" type="checkbox"/>



The image shows the "Active RFPs" page. It contains a paragraph of text stating that the following is a list of active Request for Proposals (RFPs). Below this is a table with "RFP Title" and "Deadline Date" columns. The first row is highlighted with an orange border.




RFP Title	Deadline Date
<a href="#">2018 Transformative Climate Communities Program - Implementation Grant Application, Round 2</a>	10/30/2018 5:00:00 PM
<a href="#">2018 Transformative Climate Communities Program - Planning Grant Application, Round 2</a>	10/30/2018 5:00:00 PM

# FAAST

- Only the **Lead Applicant** will submit an Application.
- FAAST will be used to:
  - Provide identifying information for the Application
  - Answer narrative questions
  - Upload Application zip file
- Review “FAAST System Tips” in the **Application Instructions**.

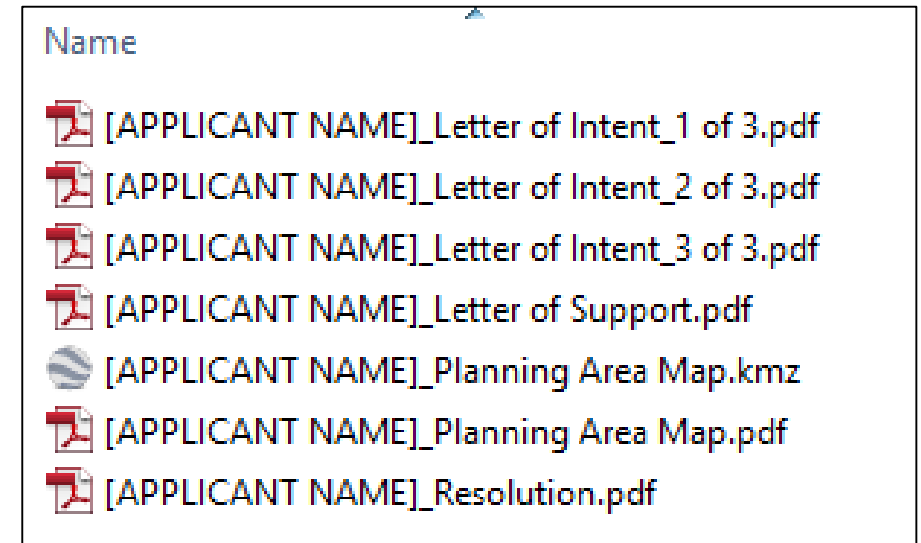
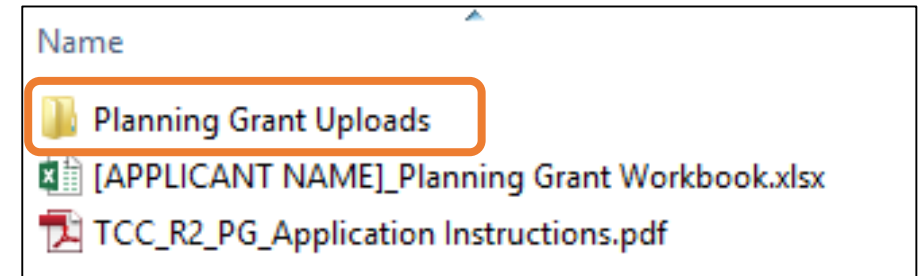
# APPLICATION PACKAGE – FILE STRUCTURE

- Upload completed materials to the Application Package file

Name
 Planning Grant Uploads
 TCC_R2_PG_Application Instructions.pdf
 TCC_R2_PG_ApplicationWorkbook.xlsx

# UPLOADS

- Complete Uploads documents
  - See Application Instructions, page 6
- Upload documents to **Planning Grant Uploads** folder
- Name each file using naming convention:
  - [APPLICANT NAME]\_[FILE NAME]
  - [APPLICANT NAME]\_[FILE NAME]\_# of [total # of documents]





# WORKBOOK

- **Lead Applicant, Proposal Name, and Jurisdiction** should match information entered into the FAAST system.
- The **Applicant Summary** should list all Co-Applicants included in the proposal.
- Add more spaces if necessary.

APPLICATION SUMMARY					
Lead Applicant: [INSERT NAME HERE]					
Proposal Name: [INSERT NAME HERE]					
Jurisdiction: [INSERT NAME HERE]					
TCC APPLICANTS					
Applicant	Lead Applicant/Grantee	Co-applicant 1/Partner	Co-applicant 2/Partner	Co-applicant 3/Partner	Co-applicant 4/Partner
Name					
Type					
Address					

# WORKBOOK

- Adjust the Work Plan tables as needed:
  - Add or delete Task tables
  - Add or delete subtasks
- Refer to the **Character Count** cells for guidance when completing fields with character limits.

[PROJECT NUMBER] - [PROJECT NAME]					
WORK PLAN					
Project Description: (500 character limit)					
Character Count 0					
TASK 1					
Subtask	Description (150 character limit)	Deliverables/Milestones	Responsible Parties [e.g. Lead Applicant, Co-Applicant, Subcontractor,]	Timeline [e.g. Month 1 - Month 6]	Character Count
A					0
B					0
C					0
D					0
TASK 2					
Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline	Character Count
A					0
B					0
C					0
D					0
TASK 3					
Subtask	Description	Deliverables/Milestones	Responsible Parties	Timeline	Character Count
A					0
B					0
C					0
D					0

# WORKBOOK

- To add rows to a table, begin typing in the row below, or drag the lower right-hand corner.

TASK 1					
Subtask	Description (150 character limit)	Deliverables/Milestones	Responsible Parties [e.g. Lead Applicant, Co-Applicant, Subcontractor, etc]	Timeline [e.g. Month 1 - Month 6]	Character Count
A					0
B					0
C					0
D					0
Start Typing					

# WORKBOOK

- **Do not** edit any cells in **gray**, **green**, or **red**.
- Use the drop-down menu to select **Cost Type**.
- **Total Requested Grant Funds** will calculate using **Cost per Unit** and **Number of Units**.
- Distribute **Total Requested Grant Funds** across all **Task** columns (Check column will tell you if you did this incorrectly).

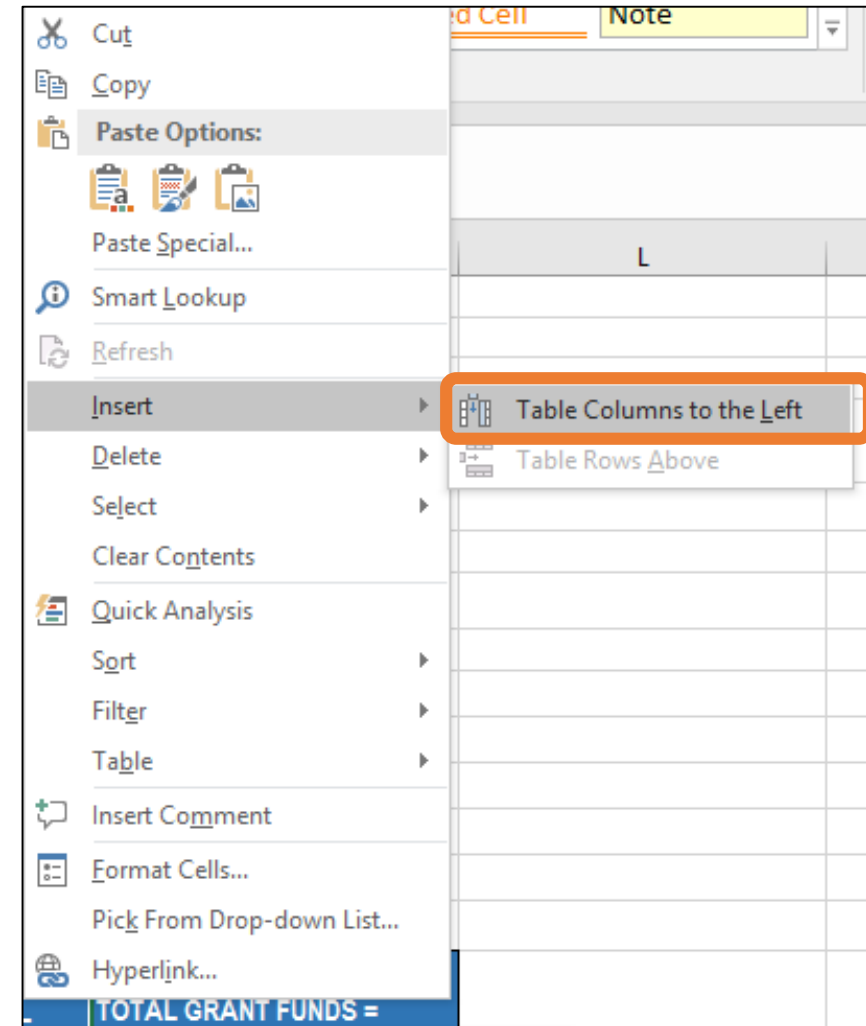
BUDGET										
Applicants should fill in the white cells only. Do not edit any cells in gray, green, or red.										
		Total:	500	\$ 20,000.00	\$ 12,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
Cost Description	Cost Type	Cost per unit	Number of Units	Total Requested Grant Funds	Task 1	Task 2	Task 3	Task 4	Task [X]	Check
Position A	GRANTEE PERSONNEL	\$ 25.00	200	\$ 5,000.00	\$ 2,000.00	\$ 3,000.00				TRUE
Position B	GRANTEE PERSONNEL	\$ 50.00	300	\$ 15,000.00	\$ 10,000.00					FALSE
				\$ -						TRUE
				\$ -						TRUE
				\$ -						TRUE
				\$ -						TRUE
				\$ -						TRUE
				\$ -						TRUE

Start Typing

# WORKBOOK

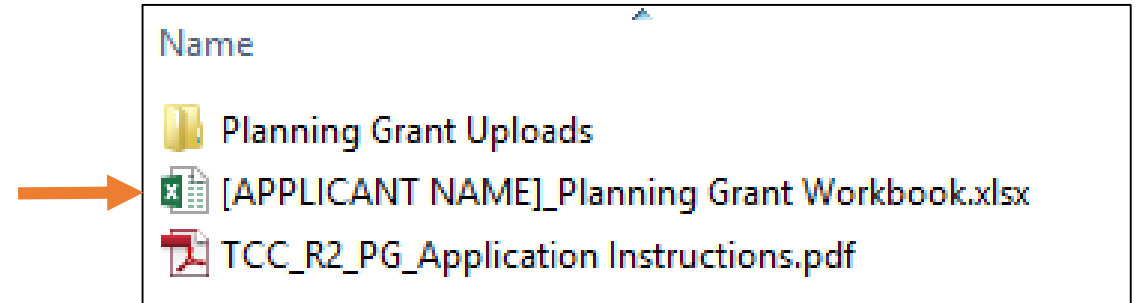
- To add Task columns to the budget, right click on “Task X” and select “Insert Table Columns to the Left”.
  - This ensures that the Check column will calculate correctly.

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Requested Grant Funds	Task 1	Task 2	Task 3	Task 4	Task [X]	Check
\$ -						TRUE
\$ -						TRUE
\$ -						TRUE
\$ -						TRUE
\$ -						TRUE



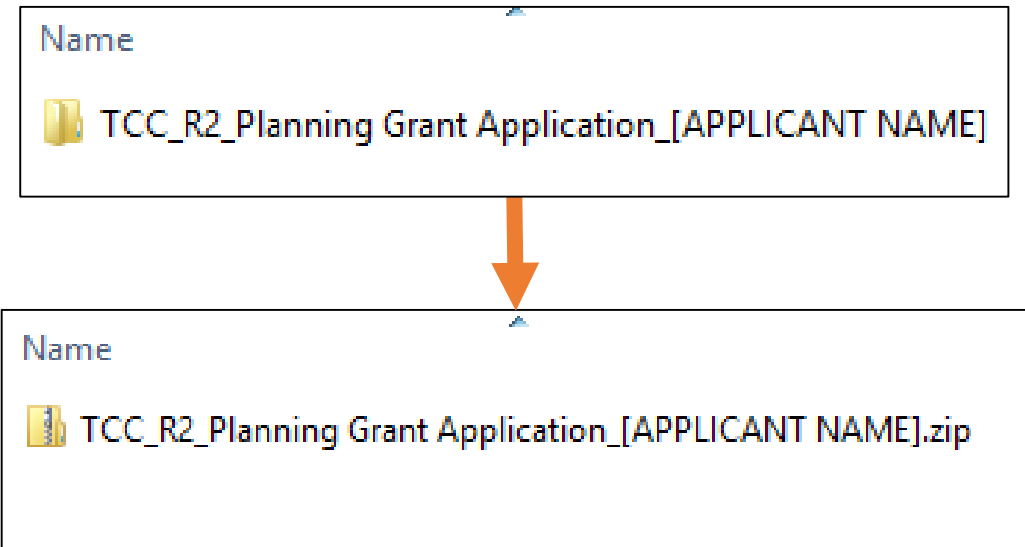
# COMPLETED WORKBOOK

- Rename Workbook using naming convention:
  - [APPLICANT NAME]\_[FILE NAME]
- Upload completed Workbook to the Application Package



# FINAL APPLICATION CHECK

- Check that the Application Package is complete and has the correct naming conventions
- Rename Application Package using naming convention
- Zip application package
- Upload to FFAST



# FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL SYSTEM

- Submit via the FFAST system on by **5:00pm on Tuesday, October 30<sup>th</sup>**
- Access FFAST at <http://faast.waterboards.ca.gov>
- Pre-recorded webinar available on TCC Resources Page
- Contact FFAST Helpdesk at 1(866) 434-1083 or [FAAST\\_ADMIN@waterboards.ca.gov](mailto:FAAST_ADMIN@waterboards.ca.gov)



# APPLICATION REVIEW PROCESS



# APPLICATION REVIEW PROCESS

- Completeness Check
- Applications will be reviewed by an interagency review panel and scored against the criteria listed in the Guidelines.
- Applications will be ranked and the top four scoring applications will each receive \$200K in funding.

# COMPLETENESS CHECKS

- All Applications will be reviewed by TCC Program Staff to check for required documentation
- Applicants that may be missing application information will be notified by TCC Program Staff
- If applicants are contacted because of missing information, the Application will be deemed incomplete if the applicant is non-responsive or does not provide the missing information within two (2) business days.

# SCORING CRITERIA

Scoring Criteria	Points
<b>I. Program Objectives and Transformative Requirements</b> Whether map requirements are met; whether vulnerable residents are served; demonstrated consistency with planning priorities.	30
<b>II. Transformative Requirements</b> Extent to which the proposed planning activities help the applicant to meet Implementation Grant requirements related to displacement, community engagement, leverage funding, GHG emissions reduction, climate adaptation and resiliency, and workforce and economic development.	50
<b>III. Organizational Capacity</b> Readiness and capacity to implement proposed work on time and within budget.	20
<b>TOTAL</b>	<b>100</b>

# APPLICATION TIMELINE

	Implementation Grants	Planning Grants
August 15, 2018	Call for Applications	Call for Applications
Late August 2018	Implementation Grants Application Webinar, August 28, 11:30am – 12:30pm	Planning Grants Application Webinar, August 29, 10:00 10:00 – 11:00am
September 4, 2018	Survey deadline for interest in receiving required Technical Assistance	N/A
October 30, 2018	Applications due at 5:00 pm	Applications due at 5:00 pm
November 2018	Site Visits	N/A
December 2018	Release Recommended Award Recipients	Release Recommended Award Recipients
December 20, 2018	SGC Council Approves Awards	SGC Council Approves Awards

# RESOURCES

Resources	Hyperlink or Contact Info
FY 2018-2019 TCC Program Guidelines	<a href="http://sgc.ca.gov/programs/tcc/docs/20180815-TCC_Final_GUIDELINES_07-31-2018.pdf">http://sgc.ca.gov/programs/tcc/docs/20180815-TCC_Final_GUIDELINES_07-31-2018.pdf</a>
Notice of Funding Availability (August 15, 2018)	<a href="http://sgc.ca.gov/programs/tcc/docs/20180815-TCC_NOFA_Final.pdf">http://sgc.ca.gov/programs/tcc/docs/20180815-TCC_NOFA_Final.pdf</a>
Instructions and Application Package	<a href="http://sgc.ca.gov/programs/tcc/resources/application.html">http://sgc.ca.gov/programs/tcc/resources/application.html</a>
FAAST Pre-recorded Webinar	<a href="https://www.youtube.com/watch?v=-krcwZxokLM">https://www.youtube.com/watch?v=-krcwZxokLM</a>
Technical Assistance for Implementation Grants	Your assigned Technical Assistance Provider or Monica Palmeira at <a href="mailto:monica.palmeira@sgc.ca.gov">monica.palmeira@sgc.ca.gov</a> or (916) 801-3460
TCC Program	<a href="mailto:tcc@sgc.ca.gov">tcc@sgc.ca.gov</a> or (916) 322-6138
FAAST Helpdesk Support	<a href="mailto:FAAST_ADMIN@waterboards.ca.gov">FAAST_ADMIN@waterboards.ca.gov</a> or 1(866)434-1083
Sign Up for Email Updates	<a href="http://sgc.ca.gov/">http://sgc.ca.gov/</a>

**Deadline to Submit:  
5:00PM on Tuesday,  
October 30, 2018**



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A blue-toned illustration of a cityscape with various buildings, trees, and a car, positioned at the top of the page.

# QUESTIONS

[tcc@sgc.ca.gov](mailto:tcc@sgc.ca.gov)

916.322.6138



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