CRC Round 1 Application Q&A

The following resource shares common program terminology followed by compiled lists of questions asking during the application period for Round 1 of the CRC program, with answers provided. Questions have been categorized by topic and grant type. Navigate easily through the sections using the Table of Contents below or by using the "search" function (Control + F). These questions have been collected from virtual Office Hours and the CRC inbox. The CRC team hopes that this document will be useful for applicants to refer to as they continue to develop their full applications.

Please direct other questions to the CRC inbox at CRC@sgc.ca.gov or attend a virtual Office Hour. The full Office Hour schedule with registration information is available on the CRC Resources page.

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Terminology

Collaborative Stakeholder Structure: The Collaborative Stakeholder Structure is required, per statute, to include community-based organizations and community residents. Forming the CSS is required by time of application for Project Development and Implementation Grant applicants and a draft Partnership Agreement outlining governance, organization, and financial relationships of the collaborative. For Planning Grant Applicants, we **do not** require a Collaborative Stakeholder Structure to be formed by time of application. We do encourage proposing initial Partners, if able. Planning Grant recipients will need to form a Collaborative Stakeholder Structure that is governed by a Partnership Agreement by the end of the first year of the grant term. The Collaborative Stakeholder Structure may function more as a 'board' that supports with decision-making and direction for the grant. These folks may be compensated for their work to provide this guidance but are not necessarily responsible for executing any portion of the grant. Organizations and residents involved in the CSS are also referred to as "Partners" but are not necessarily Co-Applicants, unless stated otherwise.

Geographic Diversity: The CRC program does not provide a specific definition of geographic diversity. However, Round 1 includes a Geographic Diversity Funding Target to fund at least one project in each of the [California Office of Emergency Service's Fire and Rescue Mutual Aid Regions](#).

Campus Amenities: Activities related to construction or improvements to amenities at or based in the CRC Facility that strengthen the local community's resilience to climate and other disasters, such as a microgrid or shade trees located on site at the resilience center. Campus Amenities associated with a CRC Facility must be publicly accessible year-round. Campus Amenities must be on the same parcel as the resilience center or an adjoining parcel of a Community Resilience Center **OR** be within a one-mile radius of the Community Resilience Center and be along a route that is accessible to pedestrians and individuals using wheelchairs or other mobility devices, or accessible be vehicle, by the end of the grant term. **Note: Transportation to and from the CRC may extend beyond the limits of the identified Project Area.** See *Appendix D: Examples of Eligible Activities* in the Final Guidelines for a non-exhaustive list of eligible activities, including campus amenities.

Facility Functions: All CRCs must be (1) open and accessible to the public and offer Community Resilience Services and Programs year-round to community members, (2) able to be activated seven days per week for heat waves and other climate emergencies that do not require overnight sheltering, and (3) able to be activated for overnight shelter 24/7 during larger-scale climate emergencies **OR** able to coordinate transport of community members to an identified nearby evacuation shelter. CRCs that will provide overnight-shelter during disasters must demonstrate ability to meet additional facility functions listed in *Section 5.4 Implementation Project Requirements* of the Final Guidelines, starting on page 23.

Facility Features: Capabilities and features that enable the site to be activated for a range of climate and other emergencies. These include: ADA-compliant facilities; gender-neutral restrooms; heating, ventilation, and air conditioning (HVAC) system; air filtration system (MERV 13 minimum); broadband access*; backup power generation and/or battery storage; device charging capabilities for cell phones, personal communication devices, medical devices, power wheelchairs, and other assistive devices and technology*; and drinking water store on-site with a plan for re-supply. Projects located in rural communities for whom these requirements present a hardship may request modifications, with

justification, for asterisked features. In these cases, Applicants must name the asterisked feature, provide context for the specific hardship, propose a relevant and feasible modification, and submit a request to staff. Staff will review such requests on a case-by-case basis.

Co-Applicant: Entities other than the Lead Applicant that enter into a Partnership with other organizations to apply for a CRC grant. Partners should only be listed as Co-Applicants if they are sub-recipients of the grant that will be given funds to directly implement a scope of the work for the project.

Partner: Entities other than the Grantee that enter into a Partnership with the Grantee and other organizations to implement Community Resilience Centers grant activities. Both Co-Applicants and Collaborative Stakeholder Structure members are referred to as 'Partners.' The only difference is that Co-Applicants have a funded role in implementation of a specific portion of the scope of work for the grant whereas Collaborative Stakeholder Structure partners are only involved in the decision-making and governance structure for implementing the grant.

Priority Community: All communities in California are eligible to apply. Per statute, at the statewide-scale, SGC must prioritize CRC projects located in and benefitting priority communities. Priority communities for the CRC program Round 1 include under-resources communities, which include (1) census tracts designated as disadvantaged in CalEnviroScreen 4.0 (2021 update), **OR** (2) census tracts with median household incomes at or below 80% of the statewide median income or with median household incomes at or below the threshold designated as low income by the Department of Housing and Community Development's list of state income limits adopted pursuant to Section 50093 of the California Health and Safety Code, **OR** (3) census tracts with a median household income less than 80% of the statewide average. The CRC program has identified the following additional priority communities for Round 1: Tribal lands, rural communities, and unincorporated communities that meet the definition of an under-resourced community.

Priority Population: Each CRC proposal, regardless of priority community status or geography, must focus on neighborhood-level information as CRC investments are neighborhood-scale investments in local communities. In alignment with the California Governor's Office of Emergency Services (CalOES) and other state agencies, the CRC program has identified the following priority populations: individuals with physical, development, or intellectual disabilities; individuals with chronic conditions or injuries; individuals with limited English proficiency; older adults, children, and pregnant people; and low-income, unhoused, and/or transportation-disadvantaged or public transit-dependent people. **Each CRC proposal must identify, work with, and intentionally serve the needs of priority populations in the proposed neighborhood containing the CRC facility**. Staff will evaluate the extent to which each proposal meaningfully incorporates and benefits priority populations in their local communities.

Letter of Support: Letters of support are required:

- **For all CRC grant types, i**f a public agency is a Co-Applicant, then the Applicant must provide a letter of support from the public agency in the CRC proposal.
- For **Project Development and Implementation Grant applicants** to demonstrate management capacity. The Lead and Co-Applicants must provide evidence of the Lead Entity having successfully implemented a similar project within the last 10 years, describe the full or part-time staff dedicated to implementation, and provide a letter of support from one reference who can speak to the quality and timeliness of work completed by the Lead Entity.

Letter of Commitment: Letters of Commitment are required:

- **Implementation Grant** proposals that include facilities that are owned or operated by public entities must include the public agency on the application or provide a letter of commitment to enter into an executed agreement with that public agency for the completion of the facility upgrades for which funding is sought by the time the Grant Agreement is signed.
- By the end of the **Implementation Grant term**, for CRCs where the County is not a Lead or Co-Applicant, Grantees will be required to submit signed Letters of Commitment or a Memorandum of Understanding/Agreement (MOU/MOA) with County entities detailing emergency activation procedures for the CRC or that identifies the CRC as a shelter resource in a county/regionally developed Emergency Operations Planning (EOP) document. In the case that the Grantee is unable to provide a Letter of Commitment or MOU/MOA, SGC staff will maintain the ability to field requests for alternative means of demonstrating compliance with this requirement.
- For **Planning Grant applicants** if their Planning Area crosses municipal boundaries, federally recognized Tribal territory boundaries, or similarly relevant jurisdictional boundaries is required to submit a letter of commitment from each relevant public agency at the time of application. The letters must state that the agency is: aware of the CRC Planning Grant Application and the requirements in the Guidelines; and intends to sign and execute an MOU that complies with the terms listed in *Section 6.3 Collaborative Stakeholder Structure* of the Final Guidelines, starting on page 32, if awarded.
- For **all CRC grant types,** each Lead and Co-Applicant must provide a letter of commitment and describe the full or part-time staff dedicated to planning in the proposed Work Plan and Budget.
- For **Project Development and Implementation Grant applicants** to demonstrate long-term use of the facility. Leased facilities must provide both a copy of the lease and a signed letter of commitment from the landowner giving permission to develop the proposed Project and provide long-term maintenance, as applicable, as satisfactory to SGC.

Letter of Recommendation: If the Lead Applicant is a private entity, including private sector or consultants, private philanthropic organizations, and other for-profit entities, the Lead Applicant must: partner with a community-based organization or tribe that advances climate, racial, economic, or health justice and works with the community the CRC intends to serve; and submit a letter of recommendation from the community-based organization or tribe detailing their history of interaction, collaboration, and outcomes.

All CRC Grant Types

Resources

Q: Where can I find the link to the application on Submittable?

A: You can find the link to access the applications on *Submittable* on the *CRC Application Materials* page.

Q: Is there a template or format for a Resolution Letter?

A: We have Sample Resolution Letters available in the application itself on Submittable. There are Resolution Letters from both tribes and public entities included.

Q: Do you have example formats for the operation and maintenance plan or any budget templates?

A: There is a Draft Operations and Maintenance Plan and Budget downloadable template included in the grant applications on Submittable.

Q: What needs to be included in the Partnership Agreement?

A: There is a downloadable template for the draft Partnership Agreement that provides more detail on what to include on this document.

Q: Does SGC have sample/templates for Community Resilience Plan, Operation & Maintenance Plan, Partnership Agreement, and the CRC Emergency Plan?

A: The following downloadable samples/templates/instructions are available in the grant applications on Submittable:

- *Community Engagement Plan*
- *Workbook (includes workplan and budget)*
- *Draft Operations & Maintenance Plan and Budget Template*
- *Draft Emergency Plan and Year-Round Community Resilience Plan Instructions*
- *Draft Partnership Agreement Template*
- *Sample MOUs*
- *Sample Resolution Letters*

The following guidance documents are available on the CRC Application Materials page:

- *Cal-Adapt Local Snapshot Tool Instructions*
- *Planning Area Mapping Guide*
- *Project Area Mapping Guide*
- *Partnership Agreement Guidance*
- *Application Checklists*
- *CRC Networking Hub*

Q: Is there an application checklist and where can I find it?

A: Our third-party TA provider made application checklists for all three CRC grant types. They are available on the [CRC Application Materials page.](#)

Q: What is the Intent to Apply survey and is it required?

A: This survey is optional, but we encourage all applicants interested in applying to the program fill out this brief survey. The purpose of this survey is to: (1) help CRC staff determine levels of interest in the available grants, (2) design tailored outreach, (3) gather information CRC staff need to create application materials and resources, (4) plan staffing and support, and (5) prepare technical assistance providers to better support applicants. Access the [Intent to Apply Survey](#) on the [CRC Applications Materials page](#).

Q: Can SGC help connect me with other partners in my area to submit an application?

A: The CRC team newly created the CRC Networking Hub through the Community Infrastructure Center. We invite you to join this hub to connect with other applicants and funding opportunities. You can access the CRC Networking Hub on the [CRC Application Materials page.](#)

Additional Points

Q: Do you offer additional points for matching funds?

A: No extra points are awarded for matching funds but the proposals will be scored on financial feasibility.

Q: Does the applicant get the additional point for priority communities if they partner with a tribal community but are not located directly within the tribal community? What about if the site is adjacent to tribal land?

A: No, the applicant will not be eligible to receive the additional point if they are not both located in and benefitting tribal communities. We would encourage you to clearly define and describe the community you are intending to serve in your application, with a specific focus on priority populations within those communities. Note: if the applicant is applying for a Planning Grant or Implementation Grant, there is an additional point offered to Proposals that include a California Native American Tribe or tribal community in their Collaborative Stakeholder Structure. To get this point, applicants will have to demonstrate the tribe's role in the governance and decision-making for the CSS.

Deadline Extension

Q: Given extension of the number of deliverables, is there any chance the September 18 deadline can be extended 2-4 weeks?

A: Due to the sheer volume of applications we are seeing, the due date will remain the same. All CRC grant applications are due on September 18, 2023, by 11:59 pm PST via Submittable.

Funding

Q: Will this funding be available for application next year?

A: The CRC program has $110M from the General Fund for Round 1, including $98.6M for Round 1 grants.

Future rounds of funding have shifted from the General Fund to a proposed future Climate Resilience Bond.

Q: What is the source of funding?

A: CRC program funds for Round 1 are General Fund dollars.

Eligible Costs

Q: Can you provide clarity around providing stipends for community engagement?

A: Yes, stipends are eligible as long as it's structured as: "compensation that is an exchange of payment for services rendered in the development of community work products, and appropriately documented with deliverables such as sign in sheets or written surveys." Also note that we can pay for transportation stipends and provision of transportation services for community residents, such as a vanpool. We can't pay for anything that might be considered a prize or incentive, but we can compensate people. A stipend would be considered compensation.

Q: Can SGC fund ongoing Operations & Maintenance, or costs for staffing and services and programs after the end of the grant term?

A: During the CRC grant term, eligible activities and costs can include staffing, services and programs, as long as they do not supplant (or in other words, replace) committed funds. SGC cannot fund activities outside the grant award period.

Q: How many years can SGC fund Community Resilience services and programs?

A: Only for the length of the grant term.

Q: Is site acquisition covered in this grant?

A: Yes, site acquisition is an eligible cost under all 3 grant types.

Q: For the acquisition of real estate, other than brokerage commissions, are all other costs associated with acquisition eligible (title checks, appraisals, etc.)?

A: Our guidelines state that acquisition is an allowable cost for all grant types, in Appendix D: Examples of Eligible Activities of the Final Guidelines.

Please note per the guidelines, the following is an ineligible cost, "damage judgments arising from the acquisition, construction, or equipping of a facility, whether determined by judicial process, arbitration, negotiation, or otherwise" and "real estate brokerage fees and/or expenses". Additionally, projects of any grant type that are "acquisition only" are ineligible.

Ineligible Costs

Q: Appendix D: Examples of Eligible Activities states backup power and fuel-switching as an eligible activity. This would imply a generator can be utilized for backup power. However, Section 7: Eligible and Ineligible Costs states fossil-fuel powered appliances and infrastructure, such as a diesel generator and gas-powered appliances, are ineligible costs. Can you confirm what the state is trying to utilize for backup power if solar is not installed?

A: We are not necessarily trying to promote a specific type of backup power, we are just unable to fund fossil fuel-powered infrastructure or appliances, per statute. We leave it up to applicants to determine what other power sources should be based on the specific context of the site and other considerations.

Campus Amenities

Q: We would like to include resilience features for the facility that are 3.2 miles away from the CRC. Can this be eligible if we demonstrate the ability to transport people to the CRC? Or is it only for facilities within 1 mile of the facility?

A: This would not be eligible. We can only fund campus amenities within 1 mile of the CRC, with the exception of transportation routes that ensure access and connectivity to the CRC. If the Campus Amenities are on an adjoining parcel that exceeds the 1-mile radius, this would also be eligible.

Q: Do electric vehicle chargers have to be open to the public?

A: The legislation that created our program mandated that CRCs be publicly accessible. That said, if the chargers are infrastructure required to charge electric vehicles or shuttles that will be used by the CRC to transport community residents or used for some other public purpose, this could be eligible.

Indirect Costs

Q: Can funds be used for staffing?

A: General staffing for the CRC Facility is considered an indirect cost. Indirect costs must be capped at 12% for the overall project. Staffing to implement services and programs paid for through the grant is an eligible use of funds and counts towards the Community Resilience Services and Programs budget, not as an indirect cost.

Program Thresholds

Q: Why do you require program thresholds?

A: We want to ensure that awarded CRC projects meet community-identified needs and build partnerships across communities that are important for emergency response and climate action. We also need certainty that projects can be built within the grant term set for us by the legislature.

Q: Why are you requiring long-term usage of the CRC Facility as a threshold? This seems restrictive.

A: SGC wants to ensure these investments will support communities over the long-term, knowing that even with our collective efforts to curb emissions we will all be experiencing the impacts of climate change over the next several decades.

Q: How will SGC evaluate long-term financial sustainability for CRC proposals?

A: This mainly applies to Project Development and Implementation Grant applicants as Planning Grant applicants are not required to meet this readiness requirement at time of application.

We are open to how applicants demonstrate financial sustainability, but want to see proposals that include operations and maintenance costs of the proposed CRC – whether through renting office space, dedicating operations funding to the center, or something else. We also want to see a plan for how they may continue services & programs operating out of the center, but are not set on a single method for how applicants accomplish this.

Q: Can you provide more detail on what is required to document financial feasibility?

A: Applicants must be able to demonstrate that the Project is financially feasible as evidenced by documentation including, but not limited to, a market study, a project pro-forma, sources and uses statement, proposed operating budget, multi-year pro-forma or other feasibility documentation, as relevant.

Q: For the 15-year use of the space as a CRC or community-serving facility, how do we abide by that requirement?

A: You don't have to show the 15-year demonstration at time of application. A Deed Restriction or Memorandum or Recorded Grant Agreement is required by the end of the grant term for Project Development Grants (2 years) and by the end of the 2nd year of the grant term for Implementation Grants. This is something that is required per statute.

Q: Our CBO has a strong history of collaboration but not of finance. What documentation would be acceptable to demonstrate financial capacity?

A: To demonstrate financial capacity, the Lead and Co-Applicants must provide a current annual organizational budget and recent financial statements, as specified in the application.

Non-profit organizations must submit a copy of their most recent Federal Form 990 and a copy of the organization's IRS 501©3 Tax Determination Letter. Note that any Applicant that had an audit finding in the last five years is required to enclose it in the application in an official letter.

Q: If the applicant has no audit findings in the last 5 years, does the applicant need to submit a formal letter specifying that they have received no audit finding?

A: No, they can skip this.

Q: Who should the audit letters be addressed to?

A: A formal letterhead isn't a requirement on our end. However, if an applicant wants to have a more formal letterhead before uploading to Submittable, either of the following is fine.

Community Resilience Centers Program
1400 Tenth Street
Sacramento, CA 95814

California Strategic Growth Council
1400 Tenth Street
Sacramento, CA 95814

Q: Looking for additional guidance on how to document the Project Site Analysis requirement. Is SGC looking for specific studies, or is the goal to ensure the project understands what it will need to meet local planning and permitting requirements? Please confirm applicants only need to provide one of the following: road capacity around the proposed CRC Project Site OR a land-use analysis for compatibility OR an existing planning document that identifies the potential sites for these uses such as a community-specific plan.

A: SGC needs:

- *A project site analysis demonstrating road capacity around the proposed site (this can come from an existing document/analysis or they can conduct a new one)*
- *A land-use analysis for compatibility or an existing planning document that identifies the potential sites for these uses such as a community-specific plan*
- *Consultation with emergency service providers about site location (this can be reflected in the above 2 required documents or in another document you are including in the application, as long as it is clear that this was completed)*

Priority Communities & Priority Populations

Q: How do I know if I qualify as a priority community?

A: Determine whether or not your community qualifies as an [SB 535 Disadvantaged Community](.)

Determine whether or not your community qualifies as an [AB 1550 Designated Low-Income Community](.)

We encourage the use of other tools, such as the [Candidate Resilience Hub Mapping tool (beta),](.) to provide more information on local populations. Priority communities for the CRC program also include Tribal lands, rural communities, and unincorporated communities that meet the definition of an under-resourced community.

Please note that you will need to demonstrate that you meet priority community status in your Final Application to receive additional points.

Q: How will you assess climate vulnerabilities and risks? What tool(s) should we use?

A: All applicants will have to provide a Local Snapshot using CalAdapt as well as provide the best available local data. Local data provided may include quantitative, qualitative, narrative, or spatial data, and should be inclusive of regional, local, and/or community data and discuss gaps and needs for local priority populations.

There is a guidance document on the CRC Application Resources page that provides instructions on how to do this using CalAdapt.

For support finding resources related to climate data, we recommend beginning with the [Adaptation Clearinghouse](#), the State of California's consolidated searchable database of resources for local, regional, and statewide climate adaptation planning and decision-making.

Q: For Rural DAC areas, is there a minimum population requirement? We are very small but have a large area and could serve a large population base, but they are not in our service district area.

A: There is no minimum requirement for size of population served.

Q: The site is not located in a SB 535 Disadvantaged Community but it is adjacent to SB 535 Disadvantaged Communities and will be serving residents from these communities. Would we be considered to be in a SB 535 community? (the site is located in an AB 1550 Designated Low-Income Community and in a census tract with median household income less than 80% of the statewide).

A: In this instance, the site would not be considered located in an SB 535 Disadvantaged Community. We encourage you to include information about the communities the CRC will work with and serve, with a specific focus on priority populations in those surrounding neighborhoods, for your application.

Partners

Q: We are working with a couple partners in our area that are interested in this grant. Some of the groups are at different stages and want to pursue different grant types. If there are two different applications coming from one location, is that an issue? Will they be considered in separate grant application pools or will they be cross-scored?

A: You can submit applications for multiple grant types, but they will be separate applications that will be scored separately. If the Lead Applicant submits multiple applications for a single project, the project will only be considered for one grant type.

Q: What constitutes a "Partner" vs a "Co-Applicant"?

A: Partners may be Co-Applicants, or they can be organizations involved in the decision-making and governance structure for implementing the grant. An analogy we've sometimes used is that the

Collaborative Stakeholder Structure may function more as a 'board' that supports with decision-making and direction for the grant. These folks may be compensated for their work to provide this guidance but are not necessarily responsible for executing any portion of the grant.

Q: Is there a minimum number of Co-Applicants required?
A: No.

Q: Is it required to have Co-Applicants?
A: No.

Community Engagement

Q: Does community engagement need to be specifically conducted for the CRC?
A: Yes, community engagement is required in both the development and implementation of the CRC grants. Please see Section 8.1 Community Engagement for information on the Community Engagement program threshold, and Section 9.4 Scoring Criteria for a description of how community engagement is reflected in the scoring criteria. Appendix C: Community Engagement provides information on what constitutes robust, meaningful, and culturally-appropriate community engagement as an eligible cost for all CRC grant types.

Q: We did a 5-year community planning process, can I include this information in the grant application? Does past capacity in partnership building count?
A: Yes, you can use this information in your application when describing your progress on community engagement for the project. While past capacity in partnership building will be considered and is valuable information for your proposal to include, we do also require robust, meaningful, and culturally appropriate engagement throughout all phases of the project, including site selection, proposal development, application, design, implementation, and evaluation.

Collaborative Stakeholder Structure & Partnership Agreement

Q: What is the criteria for the Collaborative Stakeholder Structure and Partnership Agreement?
*A: The Collaborative Stakeholder Structure is required, per statute, to include community-based organizations and community residents. Forming the CSS is required by time of application for Project Development and Implementation Grant applicants and a draft Partnership Agreement outlining governance, organization, and financial relationships of the collaborative. For Planning Grant Applicants, we **do not** require a Collaborative Stakeholder Structure to be formed by time of application. We do encourage proposing initial Partners, if able. Planning Grant recipients will need to form a Collaborative Stakeholder Structure that is governed by a Partnership Agreement by the end of the first year of the grant term.*

Q: If you have an existing Collaborative Stakeholder Structure already formed for another grant, could you use that same Collaborative Stakeholder Structure for the CRC program or could it have members that overlap?

A: Yes, you may build on that structure or include members from the other CSS on the CSS for the CRC program. Be sure to include how the CSS for the CRC program will govern the decision-making and implementation of the project.

Q: Is there a target number of organizations or community members required to be included in the Collaborative Stakeholder Structure?

A: Although there is a requirement, per statute, to include community-based organizations and community residents in the CSS, there are no requirements for how many organizations and community members must be involved to account for varying community contexts. For example, rural communities may have limited access to community-based organizations.

Q: Can the Collaborative Stakeholder Structure include cross-jurisdictional partnerships?

A: Yes.

Q: For the Partnership Agreement or all-encompassing MOU, is there a length of term?

A: The MOU must at least cover the length of the grant term.

Q: Are the Partnership Agreement and Collaborative Stakeholder Structure the same?

A: The Partnership Agreement and Collaborative Stakeholder Structure are related, but are not the same. The Partnership Agreement is a formalized document that will describe the governance, organization, and financial relationships of the Collaborative Stakeholder Structure. It also must demonstrate how community-based organizations and community residents will be involved in the governance and decision-making process for the Project throughout the grant term.

This document can be submitted as a draft at time of application. There is a draft Partnership Agreement template available in each grant type application on Submittable.

If awarded, SGC may request changes to the terms of this agreement during the post-award consultation process. The Partnership Agreement will need to be executed before the Grant Agreement is signed.

Q: Should all partners listed in the CSS be listed as Co-Applicants as well?

A: No. Partners should only be listed as Co-Applicants if they are sub-recipients of the grant that will be given funds to directly implement a scope of the work for the project.

Q: What is required for the Partnership Agreement if there is no Co-Applicant and agreements with other agencies will be related to providing services but not providing oversight of the facility?

A: The Partnership Agreement will define the terms of the Collaborative Stakeholder Structure which, per statute, must include community-nominated members, such as community-based organizations (CBOs), and residents. Both Co-Applicants and Collaborative Stakeholder Structure members are referred to as 'Partners.' The only difference is that Co-Applicants have a funded role in implementation of a specific portion of the scope of work for the grant whereas Collaborative Stakeholder Structure partners are only involved in the decision-making and governance structure for implementing the grant.

Technical Assistance

Q: We submitted a TA Request form last month and was unsuccessful. Does this mean our project is less likely to receive the award? Can we submit the application on our own without TA?

A: If you were not selected to receive TA, you can still submit an application on your own and it will not affect the viability of your project.

Grant Administration

Q: What are the award amounts for each of the CRC grants?

A: Planning Grant awards range from $100,000 - $500,000.

Project Development Grant awards range from $500,000 - $5M.

Implementation Grant awards range from $1M - $10M.

As a note, you cannot request an award amount outside of the associated award range provided.

Q: What are the grant terms?

A: Planning Grants have a grant term of 2 years, with an option to extend on a case-by-case basis.

Project Development Grants have a grant term of 2 years, with an option to extend on a case-by-case basis.

Implementation Grants have a grant term of 5 years, with a 4-year project completion period followed by 1 year for evaluation.

Pre-Proposal

Q: Is the Pre-Proposal form only required for Implementation Grant applicants?

A: Yes, the Pre-Proposal form is **only required for Implementation Grant applicants**. This grant type employs a two-phase applicant process because it is so involved. The Pre-Proposal phase is phase one of the application. This is a Microsoft Form that Implementation Grant applicants will complete to explain their project with us at a high-level so that we can provide unscored feedback to applicants earlier on. It is required for Implementation Grant applicants. After completing this stage, Implementation Grant applicants will need to submit a full application on the Submittable platform.

Q: When should we expect to receive feedback on our submitted Pre-Proposal?

A: If you submitted your Pre-Proposal before or on August 4th, the CRC team will provide unscored high-level feedback to applicants on a rolling basis within 4-6 weeks of their submission.

If you submitted your Pre-Proposal after August 4th, the CRC team cannot guarantee that they will be able to provide feedback before time of application. We will provide other useful resources to inform the development of your Full Application.

Eligible Applicant Types

Q: Are County governments eligible applicants?

A: Yes. County governments are eligible to apply as either the Lead or Co-Applicant but there are additional requirements. Please see Section 6.2 Eligible Applicant Types to review these requirements.

Q: Do community-based organizations (CBOs) need to be 501©3? We have a strong history of collaboration but not of finance.

A: CBOs do not need to be 501©3.

Q: Can we apply for more than one grant?

A: Yes, you will need to complete a separate application for each grant type you apply for. If awarded, you will only be eligible to receive one grant.

Q: While I read in the guidelines that an organization can apply with multiple sites within the same application (as long as the facilities are under the same owner), I didn't see anything related to eligibility for organizations to apply for two discrete projects (two applications, two different projects in different communities). Is this allowable?

A: Yes, this is allowable. There are no restrictions around the number of applications as Lead Applicant or Co-Applicant that entities can apply under. We purposefully have left this flexible.

Q: Does a Lead Applicant that is a non-profit (i.e. private philanthropic org) and CBO that advances climate, racial, economic, or health justice in the community that the CRC will serve still need to partner with another CBO that services the community and advances any of the listed causes?

A: Given that the Applicants falls into the category of organizations covered by this requirement as a private philanthropic organization, they would still need to partner with a CBO. However "Partner" is used very broadly here – this could be inclusion of that CBO in the CSS in some way.

Q: Do public agencies have to partner with a CBO or tribal entity? We know private sectors do.

A: There is no requirement for public agencies to partner with a CBO or tribal entity as Co-Applicants but CBOs and community members are required to be part of the Collaborative Stakeholder Structure, per statute.

If the Lead Applicant is a public agency, they must provide evidence of a passed formal resolution in the CRC proposal that includes an authorization to apply for and accept a CRC grant, and authority to execute all related documents if awarded. If the public agency is a Co-Applicant, then the Applicant must provide a letter of support from the public agency in the CRC proposal.

Q: The proposed CRC site is not currently a community-serving location but it is an existing structure that will be converted into a CRC eligible facility and community-serving space. Are we still eligible to apply?

A: Yes, you are able to include in your application a proposed CRC site that does not currently serve the community as long as you (1) clearly describe plans for it to become a CRC facility or community-serving space that meets all project requirements by completion and (2) complete all required documentation.

Q: Can we apply to multiple grant types and combine the efforts for one project?

A: You can apply to multiple grant types but if awarded, we can only award one.

Tribal Applicants

Q: Are limited waivers of sovereign immunity required for tribal applicants?

A: No.

Q: Does SGC consider tribes as a public entity?

A: Yes, we consider tribes as public entities. Therefore, there are additional requirements for them as Lead or Co-Applicant.

Eligible Facility Types

Q: Are projects with multiple sites eligible to apply?

A: CRC applications may include multiple sites if all sites share the same owner and each site can demonstrate ability to meet CRC grant requirements by the end of the relevant CRC grant term. Applicants will need to explain how the separate facilities will serve distinct communities within their region.

Q: Can the CRC site be mobile?

A: The site within the Planning Area or Project Area needs to be identified within a project zone, therefore the facility has to be a permanent structure. This does not exclude the possibility for transportation services to/from or mobile emergency services as campus amenities to the CRC.

Q: Two of the facilities we are considering are age-specific (i.e. Senior/Teen Center), although they would be opened to the greater public during climate events. Does that align with SGC's expectations for the facility to be open to the public?

A: We are accepting applications for age-specific facilities like Senior centers, as long as they are open and accessible to the public and are offering year-round services to community members.

Q: We are submitting a Project Development Grant application in three different rural communities, small agricultural communities. They are all retrofits of existing buildings that the cities own but there will be significant add-on construction needed. We want to confirm that we are not supposed to do the whole retrofit in the Project Development Grant term, correct? We will have to get ready to come back for an Implementation Grant proposal in a couple of years?

A: That is correct. Project development grants can request funding for pre-development activities, funds to construct basic infrastructure related to critical utility infrastructure, and funds to plan for or construct basic infrastructure related to evacuation routes.

Project development grant applicants cannot request funds for stand-alone building upgrades or retrofits unless they are related to upgrades or connection to critical utility infrastructure or evacuation routes.

Submittable

Q: Should we share log-in credentials to our Submittable account with our stakeholder partners or do you recommend we use the "Manage Collaborators" feature?

A: You can approach the application process either way. The "Manage Collaborators" feature is already a part of the Submittable process, so if you feel comfortable that may be the best pathway. Note that edits made by multiple collaborators at the same time could result in unsaved changes. Please communicate with your collaborators to ensure all of your edits to the application are saved.

Q: Should we use our same Submittable login information for this application that we used for others?

A: This is up to each Applicant's discretion.

Q: If we are applying for multiple grant types, can they be submitted from the same Submittable account?

A: Yes.

Q: Does the Lead Applicant have to be the one to submit the application?

A: Yes.

Q: On Submittable, it interchanges Co-Applicant and Partner. Is everywhere that is says "Partner" referring to Co-Applicants?

A: We use Partner to refer to both Co-Applicants and those included in the CSS. We recognize that this causes confusion and have made edits to the applications to reflect more accurate terminology. The changes were made to Section 1: Main Application, question 9, and subsequent related questions.

Q: Are there any restrictions or criteria noting grant competitiveness? For example, if you can provide a CRC for this amount of people or this size of population, will that factor into the competitiveness of the grant?

A: Number of people served doesn't affect competitiveness but what does are priority communities and priority populations – how will you serve these folks.

Q: We noticed that the Project Development Grant application uses "community-serving facility" whereas the Implementation Grant application uses "CRC". Are they different? Is the language different for a reason?

A: We use different terms on purpose. Because project Development funds won't be used to complete the full build, we are using "community-serving". We didn't want people to feel like they needed to commit to using it as a CRC if we aren't giving them an Implementation Grant to complete the project. This is a safeguard to make sure that an organization doesn't come in and use the grant funds to flip it and re-sell it for a non-community serving use.

Q: If the applicant needs the grant funds to complete the acquisition, how quickly after award could an applicant complete the purchase? This will inform a realistic timeline for the purchase agreement.

A: We don't specify when the site acquisition needs to be made but as a note, SGC cannot reimburse for costs incurred before the Grant Agreement is finalized, which can sometimes be months after awards have been made.

Planning Grant (PG)

Site Selection

Q: We have gotten feedback from post-disaster community engagement but do not have an established Collaborative Stakeholder Structure. Do we need to establish a Collaborative Stakeholder Structure before selecting a site for Planning Grants?

A: No, Planning Grant applicants are not required to form a Collaborative Stakeholder Structure by time of application. Regardless, community engagement and involvement should still inform decisions like site selection and proposal development.

Collaborative Stakeholder Structure

Q: Just want to confirm that the Collaborative Stakeholder Structure is not required to be formed by time of application for Planning Grants?

A: Correct, we do not require the CSS to be finalized by the application. It is required to formalize the CSS at the end of year one in the grant term, if awarded.

Planning Grant applicants are asked to include proposed Partners in their applications.

Eligible Facility Types

Q: Is one facility identified for retrofits at the time of application required for Planning Grants? Or is it one proposed site required at time of application with site control required within the grant term?

A: Planning Grant applications are required to define a Planning Area and justify selection through discussion of relevant strategies and activities within that Planning Area. That Planning Area must contain a specific CRC Facility site, which is the primary focus of the CRC Planning Grant proposal. This can be an existing facility or a site for new construction.

Note that there are further requirements for applicants whose Planning Areas bridge jurisdictions.

There is a guidance document on the [CRC Application Materials page](#) that provides instructions for how to create the required Planning Area map.

Eligible Activities

Q: Could Planning Grant activities include some Implementation activities?

A: No, Planning Grant projects may not include any ground-disturbance activities. Project Development grants, however, include funding for pre-development costs, as well as costs related to basic infrastructure development.

Q: Is site acquisition an eligible planning activity?
A: Yes.

Q: Can a Planning Grant put some money into short-term lease payment for a potential site to secure building and help the school district maintain the school? Then the community gatherings could happen at the school as the community doesn't have a space for this currently.
A: Rent and mortgage payments are considered an indirect cost, so it could but would need to be included as part of the overall indirect costs for the application.

Project Development Grant (PDG)

Eligible Facility Types

Q: Project Development Grants, it says it must have a facility. If it's augmenting an existing facility on an adjacent parcel where there is no construction currently done, is this ineligible for the Project Development grant? If it's technically new construction but meant to augment the existing facility?

A: Project Development grants are intended for upgrades or connections to critical utility infrastructure needed in order for the site to be usable as a future CRC.
If you are going to be connecting the facility and broader 'campus' to utility connections, like water, wastewater, or broadband, this could be eligible. But if it is stand-alone construction or connections to that site alone, we wouldn't be able to fund that.

Also important to note that we can only retrofit buildings for Project Development grants if it's directly related to upgrading or connecting to critical utility infrastructure. So for example, if in order to connect the site to the area's broader wastewater system you would need to replace the building's plumbing, we could do that, but we can't pay for general building repairs or upgrades that aren't related to making those critical utility infrastructure upgrades/connections.

Program Thresholds

Q: For financial feasibility, should this include both the development phase and the 15 years of operation? If it is also focused on the operations phase, is SGC looking to have specific funding sources identified for the operations (as revenue generation by the facility may be limited)?

A: Yes, it should include both the development phase and the 15 years of operations. We do want them to have specific funding sources identified for operations but don't say anything about those being committed by time of application.

Q: Included in the list of eligible activities for the Project Development Grants is "acquisition" but site control is required at time of application? So in this case, is acquisition meant to be for supplemental features or sites that will enhance the existing facility, such as an adjacent property or another facility nearby that will start expanding the CRC network?

A: Acquisition can also be for the facility. To demonstrate site control in this instance, we just need to see some form of commitment that if they are awarded the grant, they will be able to purchase or lease the facility. This is what #3 in Appendix E: Site Control was created to reflect. That is "An enforceable option to purchase or lease which shall extend through the anticipated date of the Program award."

Eligible Activities

Q: Is putting in a hydration station an eligible activity for the Project Development Grants?

A: This would only be eligible if it is related to the construction of critical utility infrastructure, like connection to a potable water system.

Q: Is broadband or solar an eligible activity?

A: Yes, Project Development Grants may be used for construction of basic infrastructure related to critical utility infrastructure, including energy infrastructure and broadband or fiber connections.

Implementation Grant (IG)

Site Identification

Q: Can we identify 5 sites in one application and ask for more than $10 million?

A: Yes, you can submit an application with more than one site but cannot ask for more than $10M. Please note that all sites included in the application must be owed by the same owner. You can submit separate applications, but these applications will be competing against each other.

Eligible Facility Types

Q: Is a historic building an eligible facility type for retrofits for Implementation Grants?

A: Yes, provided the project can meet the requirements to complete construction within the grant term and can meet the Implementation Project Requirements laid out in Section 5.4 of the Final Guidelines.

Q: Does a design-build project qualify for an Implementation Grant?

A: Implementation Grants may include some pre-development costs, but please note that all projects are required to be completed with construction within 4 years of the Grant Agreement being signed. Review Section 8.3: Site-Readiness of the Final Guidelines to ensure that your project is far enough along to meet those threshold requirements by the application deadline.

Q: As part of the Facility Conditions Assessment for the CRC program, a seismic risk assessment is being required. What level of assessment is being sought? If we use ASCE 41 as a reference, what Tier is acceptable?

A: We have not set specific guidelines for the level of assessment we will require. We really just need to understand if there are any major structural concerns that would make the building particularly unsafe that need to be addressed, so as long as the assessment meets the guidance laid out in Appendix G: Facility Conditions Assessment of the Final Guidelines, we will accept it.

Q: The Implementation Grant required a Facility Conditions Assessment. Can this be reimbursed?

A: No. SGC is unable to pay for expenses or activities incurred outside the term of the grant award.

We recognize that this could pose a financial burden to communities who will not be awarded. Therefore, the Facility Conditions Assessment (FCA), while helpful to complete before applying to accurately assess the building, is not required to complete until after awards have been made before the Grant Agreement is executed. This requirement only applies to applicants whose proposals include an existing facility. Please note that if an FCA conducted after application submittal finds building systems or structures in need of repair or replacement that have not been accounted for in the original project budget, grantees will be required to re-allocate funding from another component of their proposal to cover the cost of the identified repairs/replacement.

Q: We have a building that we are removing due to cost of repairs and will be replacing with a building for the CRC. Is a Facility Conditions Assessment required for the building being removed?

A: No, FCAs are only required for projects where buildings will be retrofitted, not for those where a new building will be constructed.

Program Thresholds

Q: For application requirement for site control – is an Intent to Lease, signed by the landlord, sufficient? We are currently renting spaces, but we would engage in an Intent to Lease to extend the time period for an additional 15 years to meet the long-term use requirement for the CRC program.

A: Appendix E lists two primary options for leased facilities to demonstrate site control:

- *A leasehold interest on the property with provisions that enable the lessee to make improvements on and encumber the property provided that the terms and conditions of any proposed lease shall permit, prior to grant funding, compliance with all program requirements*
- *An enforceable option to purchase or lease which shall extend through the anticipated date of the Program award, as specified in the Round 1 Notice of Funding Availability (NOFA).*

There would need to be something legally enforceable. For these purposes, the intent to lease from the landlord would not be sufficient.

Q: For Applicant Capacity, we are required to upload evidence of having successfully implemented a similar project. Can you shed some light on what sort of evidence SGC is looking for?

A: Evidence should be some sort of official documentation, like a project closeout notice or statement, a final report, or other similar document.

Q: Do you have more information about Project Site Analysis other than the short paragraph in the guidelines?

A: We do not, but if you have specific questions about what would be sufficient or specific requirements of the site analysis, please let us know. Applicants don't have to create something new if they can pull any of the information from existing documents, such as a local plant that provides the information. Applicants are welcome to collect relevant portions of different documents that cover the total requirements into one document to upload with the application.

Q: If our organization is new and can't demonstrate evidence of having completed a similar project within the last 10 years. Our partners can demonstrate this experience, but the Lead Applicant is a new organization and cannot. Are we eligible to apply?

A: The group that has successfully implemented a similar project within the last 10 years does need to be the Lead Applicant – these requirements are detailed in Section 8.4 Applicant Capacity in the Final

Guidelines. You can still apply as a Co-Applicant for an Implementation Grant or Project Development Grant. Or you may apply for a Planning Grant as the Lead Applicant.

Q: Is the financial piece only for the project that will be implemented within the grant term or is it for the services and programs that will be offered for 15 years after project completion?

A: Financial capacity is demonstrating that you have the financial capacity to manage the full scope of the grant. For Lead Applicants, this includes reimbursing sub-grantees through funds disbursed by SGC.

Required Functions

Q: What do you mean by 24/7 activation?

*A: 24/7 means an ability to open 24 hours a day, 7 days a week during an emergency. Please note that the Final Guidelines require CRCs to be able to open 24/7 during an emergency **OR** be able to coordinate transport of community members to an identified nearby evacuation shelter.*

Q: How many laundry machines are required?

A: We didn't specify this intentionally. It should be based on what is needed for the context of the community and the specific CRC site.

Q: The guidelines say that over-night shelters during disasters must demonstrate the ability to offer showers and laundry. The site we are looking at does not have these features on-site, but there is a neighboring facility that does. If we can show that in the event of an emergency, the public can use those features at the neighboring facility, does that suffice?

A: Yes, the guidelines also offer the option to include these functions through pre-identified and planned local partnerships that will provide these services at a nearby site or through portable options brought in during an emergency. Based on what you describe, this would satisfy that requirement.

Required Features

Q: What are the more detailed specifications and requirements for the required water source/storage on-site? Would a "hydration station" suffice as a water source/storage on-site if there were a drinking water reservoir along the drinking/fill fountain?

A: Implementation Grants need to have drinking water on site with a plan for re-supply. We don't specify what this look like, so it is dependent on what works best for your project and community. Something important to think about is whether the drinking water is prepared for any disruption in the case of an emergency. If the hydration station has water storage as part of the system, this would be important to meet that requirement.

Required Plans

Q: Do I need to complete the required CRC Emergency Plans and CRC Year-Round Community Resilience Plans by the time of application?

A: No. Drafts of these plans are due at time of application. Completed and finalized plans are required by the end of the grant term.