Tribal Capacity Building Program

Round 2 Grant Guidelines

Community Assistance for Climate Equity Program

Administered by the California Strategic Growth Council
Funded by California Climate Investments





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I. About the Tribal Capacity Building Program

A. Navigating the Program Process and Grant Guidelines

These Grant Guidelines are a step-by-step guide for learning more about, applying for, and participating in the California Strategic Growth Council's (SGC) Tribal Capacity Building Program. They reflect state requirements on how to use and manage program funds. The Grant Guidelines incorporate feedback gathered from a workshop series, Tribal consultations, key informant interviews, in-person and virtual Tribal events, and a 90-day public comment period, as well as lessons learned from the Pilot Round of the Tribal Capacity Building Program. The SGC will post the Final Grant Guidelines in spring 2026 as part of the Tribal Capacity Building Program's Notice of Funding Availability (NOFA).

B. Background

About the Tribal Capacity Building Program

The Tribal Capacity Building Program is a grant program that provides funding and technical assistance to California Native American Tribes, enhancing staff capacity to advance Tribes' climate- and housing-related work. Administered by SGC, the goal of the program is to help Tribes develop long-term capacity to secure funding and implement Tribal-led climate- and housing-related projects.

While Tribes are eligible for many of SGC's existing capacity building and grant programs, staff have received consistent feedback from Tribes that their sovereign status and historical relationship with the State of California necessitate a dedicated capacity building program. Round 2 of this program will allow SGC to continue to be responsive to these requests by administering a grant program tailored to the unique status and needs of California Native American Tribes.

This program is administered by SGC's Community Assistance for Climate Equity Program (CACE), which has a history of providing technical assistance and capacity building resources to communities. Members of this team have also developed and implemented programs specific to Tribes, including the joint SGC and California Energy Commission Tribal Government Challenge Planning Grant Program. The CACE Program has received and implemented a total of $22 million to carry out capacity building and technical assistance programs.

The Tribal Capacity Building Program is part of California Climate Investments, a statewide program which uses billions of Cap-and-Invest dollars to fund projects that reduce harmful emissions, protect public health, strengthen local economies, and support natural environments. With a strong focus on communities most impacted by pollution and limited access to resources, California Climate Investments helps build a more equitable and sustainable future. At least 35% of these investments are located within and benefit residents of disadvantaged communities, low-income communities, and low-income households across California. Priority populations will be determined by the California

Climate Investments Priority Populations Mapping Tool 4.0. For more information, visit the California Climate Investments website.

Funds for Round 2 of the Tribal Capacity Building Program are Affordable Housing and Sustainable Communities Program funds made available pursuant to Health and Safety Code section 39719 for fiscal years 2024/25 and 2025/26, including disencumbered funds, and are administered in accordance with Public Resources Code section 75210.3, subdivision (e)(1).

The Tribal Capacity Building Program furthers the purpose of Assembly Bill 32 (Chapter 488, Statutes of 2006), Senate Bill (SB) 375 (Chapter 728, Statutes of 2008), and SB 32 (Chapter 249, Statutes of 2016) by investing in Tribal projects related to climate mitigation, adaptation, and resilience that reduce greenhouse gas emissions.

The Tribal Capacity Building Program is one of two grants currently being offered exclusively to Tribal entities as a part of SGC's newest Tribal Housing and Capacity Building Initiative. Tribal entities may also apply to the Tribal Housing Pre-Development Fund, a grant program that funds pre-development activities related to building affordable housing such as planning, infrastructure, construction, site preparation, and other activities. The fund's priority is to increase preparation to build affordable housing and access other state-funded, affordable housing programs.

C. Summary

- **Eligible Applicants**:
  - California Native American Tribes listed on the Native American Heritage Commission (NAHC) Contact List as of February 2026, including federally recognized and non-federally recognized Tribes. Non-federally recognized Tribes must be registered with the California Secretary of State as a nonprofit, a for-profit corporation, or a limited liability company.
  - Tribally Designated Housing Entities (TDHE) listed in the U.S. Department of Housing and Urban Development's National Directory of Tribes and TDHEs.
- **Eligible Activities:** The program funds staff salaries and activities that advance Tribes' climate- and housing-related work. Activities may include planning, securing funding for, and implementing housing projects and related efforts to advance climate mitigation, adaptation, and resilience.
- **Funding Available for Round 2 Awards:** Grantees may receive funding between $350,000 and $420,000 total for the three-year grant term.
- **Grant Term Length:** 36-month period
- **Grant Availability Type:** Competitive
- **Match Funding Required:** No
- **Limited Waiver of Sovereign Immunity:** The SGC will not require a waiver of sovereign immunity from Tribes who are receiving funds on a reimbursement

basis. However, requests for advance pay will necessitate federally recognized Tribal awardees to sign a limited waiver of sovereign immunity.

- **Disbursement Type:**
  - Reimbursement
  - Advance pay for eligible entities (see *V. Awarded Applications — B. Disbursement and Reporting*)
- **Technical Assistance:** In addition to providing funding, the program will offer grantees no-cost, flexible support that responds to each Tribe's needs. The capacity building and technical assistance services offered include, but are not limited to:
  - Grant application assistance
  - Grant management support
  - Planning support
  - Implementation assistance
  - Staff development
  - Economic development
  - Trainings and workshops
  - Partnership building
  - Peer learning

D. Program Contact

Community Assistance for Climate Equity – Tribal Capacity Building Program
California Strategic Growth Council
Program Email: CACE@sgc.ca.gov

E. Funding Availability

Funding is available on a competitive basis with a total estimated amount of $8.6 million available for grant awards. Grantees may receive funding between $350,000 and $420,000 for the three-year grant term. Separate program funding supports the provision of technical assistance, capacity building, training, and peer learning support for grantees through a third-party technical assistance provider (TA provider). The expected Grant Agreement start timeframe is early 2027.

F. Program Objectives

The Tribal Capacity Building Program's key objectives are to:

1. **Build Tribal Staff Capacity to Advance and Sustain Housing and Climate Action**: By investing in staff capacity and providing trainings and technical assistance to enhance Tribal coordination, knowledge, skills, expertise, and access to state resources, the program aims to help Tribes build and sustain their climate- and housing-related efforts.
2. **Secure Funding to Develop and Implement Tribal-led Housing and Climate Projects**: Grantees will work with the TA provider on activities to secure funding for

the development and implementation of existing or new housing and climate mitigation, adaptation, or resilience projects.

3. **Enhance Peer Learning Relationships Among Tribes**: Peer learning activities will provide a space for Tribes to share promising practices and lessons learned and support Tribal coordination on the development and implementation of climate- and housing-related projects and applications where relevant.

G. Timeline

The timeline below provides an estimated timeframe for program milestones. The most up-to-date timeline is posted on the Tribal Capacity Building Program webpage. The webpage will be updated with specific dates as they are announced.

Milestones	Dates
Draft Guidelines Public Comment & Tribal Consultation Period	Jan. 5 – April 6, 2026
Draft Guidelines Workshops	January – March 2026
Final Guidelines Presented to SGC	April 29, 2026
Notice of Funding Availability & Application Release	May 11, 2026
Application Workshop	May 28, 2026
Application Office Hours (Biweekly)	June 4 – Aug. 6, 2026
Applications Due	Aug. 11, 2026
Application Review & Scoring Period	Summer – Fall 2026
Finalist Interviews	Fall 2026
Recommended Awards Presented to SGC	Fall/Winter 2026

II. Before Applying

The steps and sections below are meant to help applicants prepare their application. Before beginning the application process, SGC recommends prospective applicants:

1. Determine whether they are eligible by reviewing the eligibility requirements.
2. Review the application components and scoring criteria to determine what information and resources are needed to apply.
3. Review the program objectives to understand what participating in the Tribal Capacity Building Program may involve.

A. Eligibility Requirements

Eligible Applicants

- **California Native American Tribes**: Tribes listed on the Native American Heritage Commission (NAHC) Contact List per Chapter 905 of the Statutes of 2004 (Pub. Resources Code, § 21073) as of February 2026, including federally recognized and non-federally recognized Tribes.
    - Non-federally recognized Tribes must be registered with the California Secretary of State as a nonprofit, a for-profit corporation, or a limited liability company.
- Tribally Designated Housing Entities (TDHE) (25 U.S.C. § 4103) listed in the U.S. Department of Housing and Urban Development's National Directory of Tribes and TDHEs.

The SGC will not require a waiver of sovereign immunity from Tribes who are receiving funds on a reimbursement basis. However, requests for advance pay will necessitate federally recognized Tribal awardees to sign a limited waiver of sovereign immunity.

Current Tribal Capacity Building Program Round 1 grantees are eligible to apply for Round 2 and must indicate in their application how their proposed customized activities will differ from Round 1 customized activities. Deliverables should be distinct, and efforts should be made not to duplicate work or amend the second award to functionally extend the first. Please note that SGC intends to fund awards in a manner that reflects statewide geographic and Tribal diversity, inclusive of rural and urban Tribes, federally recognized and non-federally recognized Tribes, and a range of climate impacts.

B. Eligible Activities

Applications must address all mandatory activities below and indicate **two to four** of the customized activities outlined below that they plan to focus on.

Mandatory Activities

The Tribal Capacity Building Program includes a set of mandatory activities, categorized into three key types. Grantees will conduct these activities with support from the TA provider.

1. Participate in Trainings, Peer Learning, and Grant-Related Meetings

- Participate in virtual trainings and workshops organized by the TA provider.
- Engage in peer learning with Tribal Capacity Building Program grantees, organized by the TA provider. Each Tribe will identify at least one member to participate; topics for peer learning sessions will be developed in collaboration with grantees. One in-person peer learning convening will be scheduled in collaboration with grantees to ensure participation based on availability and ability to travel. (Note: Grantee will travel to an agreed upon location.)

- Participate in grant-related meetings, such as recurring check-in meetings with the TA provider and one in-person kickoff meeting with SGC at the start of the grant term. (Note: SGC will travel to the grantee.)

2. Grant Writing and Implementation

- Develop and submit climate- or housing-related grant applications, including any grant that advances the Tribe's housing or climate mitigation, adaptation, and resilience goals. The TA provider will provide grant writing support.
- Support implementation of climate- or housing-related grants. The TA provider will provide planning support and implementation assistance.

3. Tribal Capacity Building Program Reporting

- Conduct reporting associated with grant deliverables (see *C. Grant Deliverables*). The TA provider will be able to assist with grant reporting as needed.

Customized Activities

The following list includes four activity categories of climate- or housing-related activities that grantees may incorporate into the Tribe's scope of work that will be developed with support from the TA provider after the Grant Agreement with SGC has been executed. **Tribes should select <u>two to four</u> activity categories from this list and at least <u>two</u> proposed customized activities within the selected categories must focus on housing-related work.** Activities may change throughout the grant term based on the needs, gaps, and priorities of the Tribe.

Applicants will be asked to provide a high-level description of what the activities within each selected activity category will entail in their application. Tribal staff may carry out these activities with the support of the TA provider.

Please note that the examples provided for each activity category are not exhaustive.

1. Partnership and Economic Development Activities

- Build partnerships with entities that can assist the Tribe in meeting housing, climate, and economic development goals.
- Conduct economic development planning and project implementation to build economic and climate resilience.

2. Planning and Analysis Activities

- Develop a community needs or climate impacts assessment.
- Conduct climate- or housing-related land use planning.
    - Develop climate resilience or climate action plans.
    - Develop housing-related plans.
- Conduct climate- or housing-related data collection and analysis.
    - Housing market study
    - Tool development
    - Mapping cultural resources
- Conduct strategic planning related to the Tribe's housing or climate goals.

3. Training Participation and/or Development

- Participate in a Tribal housing-related training (SGC will provide a list of potential training options).
- Develop cultural burning-related training program.
- Develop training program for eradication of invasive species and reintroduction of a native species.
- Develop Tribal mentorship program.

4. Organizational Operations

- Develop grant management system.
- Acquire fiscal management software and other technological needs.
- Identify staffing needs, job duties, organizational chart.
- Support hiring and onboarding new administrative staff.
- Develop organizational budget and forecasting.

C. Grant Deliverables

Grant activities must result in the creation of clear deliverables. Deliverables should serve as lasting resources to support ongoing capacity building within the Tribe. Required deliverables are outlined below.

Scope of Work

Grantees will receive support from the TA provider to develop a scope of work after grant execution that outlines the Tribe's capacity building plan and implementation strategy to build capacity and achieve program objectives. The scope of work will serve as a roadmap during the grant term as well as for supporting long-term capacity building, housing, and climate action. The scope of work should include:

- The Tribe's priorities, objectives, and goals for the grant term.
- A summary of needs and gaps outlined by the Tribe.
- Potential climate- or housing-related projects and funding programs of interest.
- A plan for how Tribes will be supported throughout the program term, including the scope of services the TA provider will offer (e.g., trainings, grant application assistance, planning and implementation support, and other relevant activities that align with program goals).

Regular Reports

Grantees must submit regular invoices and high-level reports on an interval developed between SGC and the grantee. The SGC will provide a training and reporting template for grantees to use. Toward the end of the grant term, the TA provider will support the grantee on a final report that includes a narrative description of the grantee's positive outcomes, challenges, and lessons learned throughout the grant term. Please note that SGC will report regularly to the California Air Resources Board (CARB) on grant progress, including grant amounts and co-benefits for priority populations. For more information on reporting and invoicing requirements, see *V. Awarded Applications — A. Grant Agreement and Administration*.

D. Eligible Costs

The list below provides eligible costs for using grant funds. Applicants must ensure the costs proposed in the grant budget are eligible for funding. Costs deemed ineligible in the application review process will be removed and the grant's recommended total award will be adjusted accordingly.

Staff Costs

Grantee's staff costs, including salary at an hourly rate, benefits, taxes, and leave. Grant funds may be used to support existing staff or used to hire new staff during the grant term; staff may be full-time or part-time employees. Grant funds may also be used to pay volunteers, interns, elders, or fellow stipends and honorariums.

Travel Costs

Travel must be approved program-related travel, such as travel for in-person meetings, conferences, trainings, etc. Travel reimbursements must adhere to the state rates and conditions established on the CalHR website, with the exception of "incidentals," which will not be reimbursable under this grant. Applicants must set aside funds for travel to the one in-person peer learning convening under this grant, see *II. Before Applying — B. Eligible Activities*.

Tools, Subscription, and Software Costs

Tools, subscriptions, and software that will help increase capacity, facilitate communication, or otherwise facilitate implementation of the grant such as computers/laptops, broadband services, access to proprietary data or research materials, videoconferencing technology subscriptions, project management software, and mapping software.

Engagement and Gathering Costs

Costs related to the development and administration of engagement events and Tribal gatherings under this grant, including, but not limited to: materials developed for engagement events and Tribal gatherings; facilitation for meetings; transportation stipends and provision of transportation services for Tribal members and staff; rental costs of equipment, facilities, or venues; food and refreshments that are determined to be an integral part of the event.

Consultant and Contractor Costs

Tribes may use grant funds on consultants and contractors to develop and/or implement specific aspects of the Tribe's climate- or housing-related projects. However, grant funds should prioritize direct capacity building for Tribal staff whenever possible. If consultant and contractor costs are proposed in the grant budget, the applicant should be prepared to demonstrate this need and explain how this cost will support long-term capacity building for the Tribe.

Indirect Costs

Indirect cost rates will follow the applicant's federally negotiated rate OR up to 30% if the Tribe does not have a federally negotiated rate. Indirect cost rates shall be justifiable based

on actual costs in the event of an audit. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant activity but are necessary for the general operation of the Tribe. These are costs to administer the grant, or costs incurred by staff to perform the tasks necessary to fulfill the deliverables outlined in these Grant Guidelines, including, but not limited to: office space/rent; supplies; legal or management oversight; insurance (e.g., workers' compensation, commercial general liability, motor vehicle liability).

Ineligible Costs

Grant funds may not be used for the following costs and are not reimbursable:

- Costs that occur outside of the Grant Agreement term
- Direct and indirect construction costs
- Direct lobbying: Behavior that seeks to influence an elected or public official on an issue, such as passage of a legislative bill.
- Indirect costs in excess of the applicant's federally negotiated rate OR in excess of 30% of total direct costs if the Tribe does not have a federally negotiated rate

E. Eligible Project Area

Program activities must be located within the boundaries of the State of California and may apply funds toward activities involving, but not limited to, the following:

- Tribally owned lands, buildings, or facilities
- Lands over which a Tribe exercises jurisdiction, or lands that the Bureau of Indian Affairs holds in trust for Tribes
- Public domain allotments
- Lands managed for the benefit of Tribes through conservation easements, lease agreements, co-management agreements, or partnership agreements
- Lands that hold cultural relevance or are used for culturally relevant activities (e.g., lands used for prescribed or ceremonial burning).

III. Preparing and Submitting an Application

A. Application Process

Applicants must submit an application electronically by the application deadline. The SGC will provide additional information about the application process with the Notice of Funding Availability (NOFA) and application materials.

B. Application Help

The SGC will be available to respond to questions and assist Tribes as they develop their applications.

Application Workshop

Tribal Capacity Building Program staff will hold an optional application workshop via Zoom in May 2026. Staff will guide prospective applicants through the different components of

the Tribal Capacity Building Program application and answer questions about the application. The date and Zoom registration link will be available with the NOFA. The recording of the application workshop will be posted on the program webpage after the workshop date.

Application Office Hours

Tribal Capacity Building Program staff will offer biweekly Application Office Hours every two weeks. This is a space for prospective applicants to ask questions about program requirements and workshop application concepts. Application Office Hours will start in June 2026 and will continue throughout the application window. The dates and Zoom registration link will be available with the NOFA. A Frequently Asked Questions (FAQ) document will be posted on the program webpage and will be updated after each office hours date.

C. Threshold Criteria

The following threshold criteria must be met for an application to be thoroughly reviewed and scored.

General Completeness

- ☐ All application materials are submitted and complete.
- ☐ Requested funding amount falls within the funding award range.

Eligible Applicants

- ☐ The Tribe is listed on the Native American Heritage Commission (NAHC) Contact List per Chapter 905 of the Statutes of 2004 (Pub. Resources Code, § 21073) as of February 2026.
- ☐ If non-federally recognized, the Tribe must be registered with the California Secretary of State as a nonprofit, a for-profit corporation, or a limited liability company.
- ☐ If applying as a Tribally Designated Housing Entity (TDHE) (25 U.S.C. § 4103), the TDHE must be listed in the U.S. Department of Housing and Urban Development's National Directory of Tribes and TDHEs.
- ☐ The Tribe provides a Tribal leadership letter of authorization or Tribal governing body resolution that includes authorization to apply for and accept a Tribal Capacity Building Program grant. Applicants are encouraged to engage with their governing body administrative personnel to ensure they will be able to meet this requirement in advance of the application deadline.

Eligible Project Area

- ☐ The program activities are located within the boundaries of the State of California and follow the requirements listed in *II. Before Applying — E. Eligible Project Area*.

D. Application Components and Scoring Criteria

Application Components

To be considered eligible for funding, the application should be fully complete and submitted before the application deadline. The application includes the components listed below.

- **Point of Contact**: Applicants will provide a primary point of contact for SGC staff to communicate with throughout the application process and at the start of the grant term, if awarded.
- **Narrative Responses**: Applicants will respond to questions that offer detailed descriptions of the applicant's vision, capacity building needs, program activities, and proposed timeline.
- **Budget Proposal**: Applicants will complete an Excel worksheet (template provided by SGC) that outlines the proposed budget breakdown.
- **Resolution or Letter of Authorization by the Tribal Government**: Tribes must provide a Tribal leadership letter of authorization or Tribal governing body resolution that includes authorization to apply for and accept a Tribal Capacity Building Program grant.

Scoring Criteria

The following scoring criteria will be applied at the application stage. The table shows the maximum number of points each component of the application can earn, and the text below describes how each of these components will be evaluated. Additional information on the application process will be provided in the NOFA.

For current Tribal Capacity Building Program Round 1 grantees, applicants must indicate in their application how their proposed customized activities will differ from Round 1 customized activities. Deliverables should be distinct, and efforts should be made not to duplicate work or amend the second award to functionally extend the first.

Application Components	Total Points Possible
Introduction & Vision	15
Capacity Building Need	35
Program Activities	20
Budget & Timeline	20
Finalist Interview	0
Full Application Total	**90 points**

Introduction & Vision – 15 Points

This section should provide readers with an introduction to the Tribe and a description of the Tribe's vision that communicates a concise set of desired outcomes for the Tribe's climate- and housing-related work around housing projects and related efforts to advance climate mitigation, adaptation, and resilience. Reviewers will evaluate the extent to which this vision reflects the Tribal Capacity Building Program objectives with achievable outcomes. This application component will be evaluated by the following criteria:

1. Applicant provides a clear introduction to the Tribe, including any relevant background information that will familiarize the reviewer with the Tribe. (2 points)
2. Applicant designates a clear point of contact for the program and demonstrates their ability to engage in the day-to-day activities of the program. (3 points)
3. Applicant provides a clear and compelling description of the Tribe's vision that communicates a concise set of desired outcomes for the Tribe's climate- and housing-related work and reflects alignment with the three Tribal Capacity Building Program objectives (*I. About the Tribal Capacity Building Program — F. Program Objectives*). (10 points)

Capacity Building Need – 35 Points

This section should effectively communicate the capacity building needs of the Tribe and demonstrate how the proposed customized activities would address those needs. The program need should be specific and clearly outline the housing, climate mitigation, adaptation, and resilience needs that necessitate funding to support staff capacity and technical assistance support. The SGC encourages applicants to provide specific details about size of the Tribe, the number of staff members, staff capacity limitations, staff experience, resource needs, housing needs, climate vulnerabilities, environmental and socio-economic factors, and other considerations that enable reviewers to understand how this program could positively impact the Tribe. The SGC recognizes that California Tribes range in size, capacity, experience, and resources and will take these factors into consideration when evaluating capacity need. This application component will be evaluated by the following criteria:

1. Applicant provides a clear description of priority staffing, housing, climate, environmental, and socio-economic issues experienced by the Tribe. (10 points)
2. Applicant makes a clear and compelling case for their capacity building needs and demonstrates how participation in this program, including anticipated role of the TA provider, will support short- and long-term capacity building needs. (25 points)

Program Activities – 20 Points

The applicant's proposed customized activities should reflect and build on the Tribe's vision while aligning with overall Tribal Capacity Building Program objectives: building Tribal staff capacity to advance and sustain housing and climate action; securing funding to develop and implement Tribal-led housing and climate projects; enhancing peer learning relationships between Tribes. Grantees may modify these activities as needed during the

grant term based on the needs, gaps, and priorities of the Tribe. This application component will be evaluated by the following criteria:

1. Applicant provides a clear description of the two to four proposed customized activities, including at least two housing-related activities, they plan to focus on throughout the grant term. (10 points)
2. Applicant makes a clear case for how the proposed customized activities build on the Tribe's vision for climate- and housing-related action and build the Tribe's capacity to continue this work in the future. (10 points)

Budget & Timeline – 20 Points

The budget proposal should provide reviewers with a clear understanding of how the Tribe will allocate time and funding resources. The budget should meet program requirements, adhere to eligible costs, and present a clear vision for how the Tribe will build its staff capacity. This application component will be evaluated by the following criteria:

1. Applicant provides a completed budget proposal using the Excel template provided that clearly outlines the proposed budget breakdown. (5 points)
2. Budget and budget justification demonstrate meaningful costs that meet eligible cost requirements and are well-aligned with proposed customized activities. Sufficient funding has been allocated to ensure effective implementation. If funds are allocated for a consultant and/or contractor, applicant must provide a clear and compelling case for the need and effectively demonstrate how this cost will support long-term capacity building for the Tribe. (10 points)
3. Applicant includes a reasonable timeline for proposed customized activities, including hiring new staff, and demonstrates the Tribe has a process in place to efficiently bring staff on board. (5 points)

Finalist Interview

Top-scoring finalists will be invited to a 1-hour interview that will let applicants delve deeper into the application components, allowing opportunity for storytelling to help reviewers gain a better understanding of the Tribe's application. The interview will also enable reviewers to ask clarifying questions and dig deeper into the applications. Applicants are encouraged to include as many Tribal staff, members, or leadership as they would like in the interview to introduce the Tribe, describe proposed customized activities, and convey the Tribe's commitment to implementing Tribal-led housing and climate solutions through this grant. Questions and scoring criteria will be sent to finalists 24 hours before their scheduled interview time. Interview responses will be assessed to the degree applicant's responses:

1. Present a clear vision of the Tribe's desired outcomes for the Tribe's climate- and housing-related work.
2. Articulate the Tribe's capacity building needs and how participating in the program will support current needs and develop long-term capacity to secure funding and implement Tribal-led housing and climate action.
3. Describe the Tribe's proposed customized activities and articulate how they will build on the Tribe's vision and desired outcomes.

4. Articulate the Tribe's plan for hiring new staff and ability to participate in program activities before new staff are hired.

IV. After Applying

A. Confirmation of Application Submission

After the application deadline, staff will conduct a completeness check of application materials. Applicants missing application information will be notified by Tribal Capacity Building Program staff. If applicants are contacted because of missing information, the applicant will have two (2) business days to provide the missing information, otherwise the application will be deemed incomplete. Note that this process does not act as a deadline extension; applicants should submit complete application packets. Evidence of purposeful submission of an incomplete application to acquire more time will result in disqualification of the application.

An applicant may request to change or withdraw an application before the deadline by emailing Tribal Capacity Building Program staff. More details about this will be provided in the NOFA.

B. Public Records Act

All applications and submitted materials are subject to the California Public Records Act (Gov. Code § 7920.000 et seq.) requirements and certain information may be publicly disclosed under those requirements. Materials will remain confidential through the evaluation process, after the application is submitted. However, all submitted documents may be made publicly available after SGC posts the awards or the solicitation is cancelled.

CONFIDENTIALITY OF TRIBAL DATA
Tribal data and Traditional Ecological Knowledge may be excluded from all grant deliverables to protect confidentiality. The SGC will work with the grantee to ensure a clear process for excluding confidential Tribal data from all program materials.

Under California Government Code Section 8450, any record containing financial information submitted by Tribes to fulfill obligations as party to a grant agreement under this program will be confidential, will not be a public record, and will not be open to public inspection.

C. Application Review Process and Scoring

After the submission due date, SGC and an interagency review panel will review and score the applications submitted. Top-scoring applicants will be invited to a 1-hour interview and information shared during the interview will be factored into the final score. SGC staff will recommend awards to the top-scoring applicants up to the funding amount listed in section *I. About the Tribal Capacity Building Program — E. Funding Availability*. The SGC intends to fund Tribal Capacity Building Program awards in a manner that reflects statewide

geographic and Tribal diversity, inclusive of rural and urban Tribes, federally recognized and non-federally recognized Tribes, and a range of climate impacts.

D. Unselected Applicants

If your application is not selected, Tribal Capacity Building Program staff will be available to provide application debrief meetings. If another grant program may be a better fit for your Tribe, Tribal Capacity Building Program staff will try to direct your application accordingly.

V. Awarded Applications

This section outlines elements of the Tribal Capacity Building Program that grantees should expect to meet.

A. Grant Agreement and Administration

Applicants are responsible for carefully reading these Grant Guidelines and submitting their applications consistent with these Guidelines. Grantees will commit to implementing their program activities as described in their application as a part of a Grant Agreement. The final Grant Agreement will reference these Grant Guidelines. The SGC will send the Grant Agreement, including the general terms and conditions, to the grantee to review, approve, and sign. The SGC reserves the right to negotiate with grantees to change the grant scope, the level of funding, or both.

The SGC, through its programs, is dedicated to transparency and compliance with state auditing requirements and applicable records retention/disclosure rules. Applicants should expect that Grant Agreements will reflect consistency with these standards and ensure compliance with applicable rules and requirements.

Grant Agreements will be executed between SGC and the Tribe only. The SGC will not require a waiver of sovereign immunity from Tribes who are receiving funds on a reimbursement basis. However, requests for advance pay will necessitate federally recognized Tribal awardees to sign a limited waiver of sovereign immunity. The Tribe will be responsible for compiling and submitting all advance payment or reimbursement requests, invoices, and reporting documents for themselves. Upon receipt of appropriate documentation, funds will be paid to the Tribe. The Grant Agreement is considered fully executed once the Tribe and SGC's authorized signatories sign the agreement. Once the Grant Agreement is fully executed, SGC will issue a Notice to Proceed, and then work can begin. Grantees cannot request advance payment or reimbursement for any costs incurred or work completed before grant execution.

B. Disbursement and Reporting

Advance Pay

The SGC has statutory authority to provide advance payments to grantees that are registered as 501(c)(3) nonprofit organizations and federally recognized Native American Tribes in accordance with AB 590 (Hart, 2023) and AB 3017 (Hart, 2024), respectively. One

hundred percent (100%) of the grant award can be provided through advance pay to eligible Tribes in installments of up to 25% of the total amount of the grant award. At this time, SGC is only able to provide advance pay to 501(c)(3) nonprofit grantees and federally recognized Tribal grantees of the Tribal Capacity Building Program. To receive advance payment, the grantee must demonstrate its current status in good standing as an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. The SGC will not require a waiver of sovereign immunity from Tribes who are receiving funds on a reimbursement basis. However, requests for advance pay will necessitate federally recognized Tribal awardees to sign a limited waiver of sovereign immunity.

Advance payments must be deposited into a federally insured account. Advance payment requests are not subject to the Prompt Payment Act since advanced funds are not reimbursing for goods or services rendered, however, SGC will still make efforts to review and approve requests within 45 calendar days, as with standard invoices. The SGC will offer a training to grantees that will walk through the advance pay process, timeline, and required documents.

Reimbursement

Grant funds will be disbursed to the grantee through a reimbursement method. The SGC will work with grantees to determine the invoicing frequency (monthly, quarterly, etc.) that works best for them. Per the Prompt Payment Act, SGC is required to pay properly submitted, undisputed invoices within 45 calendar days of the initial receipt.

Reporting

SGC will provide templates for the reporting and invoice forms. These documents are required to record the grant's expenditures and assess general progress on deliverables. Scheduling of grantee check-in meetings will align with the invoicing frequency. During each check-in meeting, Tribal Capacity Building Program staff will take notes on accomplishments, challenges, and learnings to help capture emerging trends, best practices, opportunities for greater support, and success stories. Grantees must also submit a final report as outlined in *II. Before Applying — C. Grant Deliverables.*

Please note that SGC will report regularly to the California Air Resources Board (CARB) on grant progress, including grant amounts and co-benefits for priority populations.

C. Implementation Technical Assistance

Third-Party Support

As a capacity building grant program, the program will have a third-party TA provider that will provide no-cost, flexible capacity building support and technical assistance services that will respond to each Tribe's needs. The TA provider will deliver regular and tailored support to each Tribe, focused on developing a scope of work that will outline the Tribe's capacity building plan and implementation strategy, facilitating all meetings and statewide evaluation, and fostering peer learning. The capacity building and technical assistance services offered by the TA provider include, but are not limited to: grant application assistance; grant management support; planning support; implementation assistance; staff

development; economic development; trainings and workshops; partnership building; peer learning.

Reporting Technical Assistance
Grantees will receive assistance with the reporting components of their Tribal Capacity Building Program activities, including development of the capacity building plan and implementation strategy and tracking and compiling data for the regular and final reports.

Peer Learning
The TA provider will host quarterly virtual peer learning sessions and one in-person convening.

Tribal Capacity Building Program Staff Support

Tribal Capacity Building Program staff will provide additional technical assistance to Tribes. This includes support with administrative requirements, strengthening staff capacity to implement program activities, identifying funding opportunities, and building relationships with state agencies.

VI. Appendix

Appendix A: Glossary of Terms

Applicant – The Tribe applying for the program.

Application – A submittal comprised of responses and supporting documents to apply for the grant.

Awarded – The stage at which SGC selects applicants to enter into Grant Agreements for funding to implement grant activities (e.g., executed a Grant Agreement with a grantee; transferred funds to the grantee).

California Native American Tribe – Native American Tribes on the California Tribal Consultation List that the Native American Heritage Commission (NAHC) maintains per Chapter 905 of the Statutes of 2004 (Pub. Resources Code, § 21073).

Capacity Building – The process of strengthening local coordination, knowledge, skills, expertise, and access to resources in vulnerable communities to help develop or increase the ability of that community to independently compete for grants and implement projects in the future.

Climate Adaptation – Adjustment in natural or human systems to a new or changing environment. Adaptation to climate change refers to adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities.

Climate Mitigation – A human intervention to reduce the human impact on the climate system; it includes strategies to reduce greenhouse gas sources and emissions and enhance greenhouse gas sinks.

Climate Resilience – The capacity of any entity–an individual, a community, an organization, or a natural system–to prepare for disruptions, recover from shocks and stresses, and adapt and grow from a disruptive experience.

Direct Costs – Costs directly tied to the implementation of the Tribal Capacity Building Program grant, including, but not limited to personnel costs, travel expenses, etc.

Grant Agreement – Arrangement between SGC and the grantee specifying the payment of funds to be used for grants by the state for the performance of specific Tribal Capacity Building Program activities within a specific grant term by the grantee.

Grantee – Designated Tribe that has an agreement for grant funding with the state.

Interagency Review Panel – The panel responsible for reviewing and scoring Tribal Capacity Building Program applications; will be comprised of various state agency partners.

Nonprofit Organization – Any nonprofit corporation qualified to do business in California and qualified pursuant to subdivision (c)(3) under Section 501 of the Internal Revenue Code.

Peer Learning – The transfer of knowledge, skills, and experience between entities in facilitated training and network sessions.

Technical Assistance – The process of providing targeted support to a grantee with a specific need or problem, which is typically delivered over an extended period of time through services offering necessary education and resources.

Third-Party Technical Assistance Provider – Selected by SGC, this entity is a technical assistance team that will support grantees throughout the grant term by providing services responsive to each Tribe's needs.

Traditional Ecological Knowledge – Although it is common to refer to "traditional knowledge(s)" as individual pieces of information, this term also refers to traditional "knowledge systems" (TKs) that are deeply embedded in indigenous ways of life. These Grant Guidelines use the phrase "traditional knowledges" deliberately in plural form to emphasize that there are diverse forms of traditional knowledge and knowledge systems that must be recognized as unique to each Tribe and knowledge holder because knowledges are emergent from the symbiotic relationship of indigenous peoples and places – a nature-culture nexus.

Tribally Designated Housing Entity (TDHE) – Per 25 U.S.C. § 4103, an organization delegated by a federally recognized Indian reservation or rancheria to perform housing and housing-related activities on behalf of one or more Indian Tribes. This entity can either be an existing Indian housing authority established under federal law or a new entity created by the Tribe's self-governing powers or state law listed in the U.S. Department of Housing and Urban Development's National Directory of Tribes and TDHEs.

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