

Guías del Programa de Subvenciones del Aire

(Draft only coversheets)

DRAFT

INTRODUCCIÓN

En agosto de 2017, la Legislatura aprobó y el Gobernador Brown promulgó la Ley de Asamblea 617 (C. García, Capítulo 136, Estatutos de 2017) (AB 617). La ley AB 617 busca asegurar que todos se beneficien equitativamente de la calidad del aire y los esfuerzos climáticos de nuestro estado, especialmente aquellos que viven en las áreas de California más gravemente afectadas por la contaminación del aire. Como resultado de la ley, la Junta de Recursos del Aire de California (CARB) estableció la Oficina de Protección del Aire de la Comunidad (OCAP por sus siglas en inglés), y está trabajando junto con las comunidades y los distritos aéreos locales para mejorar el enfoque del Estado para abordar la contaminación del aire local en comunidades con una carga desproporcionada en todo el estado. En septiembre de 2018, CARB adoptó el Plan Marco de Protección del Aire de la Comunidad (Plan Marco), un documento que describe el plan para la implementación de la Ley AB 617, y proporciona orientación para los distritos y las comunidades del aire por igual.

En la Ley AB 617 se incluye una provisión para subvenciones a organizaciones comunitarias para asistencia técnica y para apoyar sus esfuerzos en este proceso. CARB se ha encargado de administrar estas subvenciones, y los fondos se asignan del Fondo de Reducción de Gases de Efecto Invernadero (GGRF, por sus siglas en inglés), la porción del estado del Programa de Límite e Intercambio de Bonos de Emisión (Cap-and-Trade).

Para cumplir con el propósito de la Legislatura y para continuar desarrollando la capacidad de las comunidades de California para participar en la implementación de la Ley AB 617, CARB ha creado el Programa de Subvenciones del Aire en la Comunidad (Programa de Subvenciones del Aire). El objetivo del Programa de Subvenciones del Aire es brindar apoyo a las organizaciones comunitarias para que participen en el proceso de la ley AB 617 y para que desarrollen su potencial de convertirse en socios activos con el gobierno para identificar, evaluar y, por último, reducir la contaminación del aire y la exposición a emisiones dañinas en sus comunidades.

El año pasado, el año inaugural del Programa de Subvenciones del Aire, CARB recibió 65 aplicaciones, que solicitaron un total de \$ 18,9 millones en fondos. Se recibieron solicitudes de todo el estado e incluyeron propuestas innovadoras para involucrar a las comunidades en el proceso local para mejorar de la calidad del aire de la Ley AB 617. Para responder a esta alta demanda, CARB otorgó 28 proyectos por un total de \$ 10 millones en fondos. Esa cantidad incluyó los \$ 5 millones asignados en el año fiscal 2017-2018 del presupuesto estatal y \$ 5 millones adicionales de los \$ 10 millones asignados en el año fiscal 2018-2019 del presupuesto estatal. CARB está lanzando esta solicitud bajo el presupuesto del año fiscal 2018-2019 por \$ 5 millones.

PROPÓSITO

El propósito del Programa de Subvenciones del Aire es proporcionar a las organizaciones comunitarias de California asistencia logística y técnica para apoyar sus esfuerzos de mejorar la calidad del aire local, en línea con los objetivos de la Ley AB 617.

SOLICITANTES ELEGIBLES

- Una organización comunitaria, de California, que tiene una exención de impuestos bajo la Sección 501 (c) (3) del Código de Rentas Internas.
- Una organización de California, no afiliada a una agencia o entidad gubernamental local, municipal, de la ciudad, del condado o del estado, y que tiene una exención de impuestos bajo la Sección 501 (c) (3) del Código de Rentas Internas como el beneficiario, en asociación con una organización comunitaria de California sin el estado de la Sección 501 (c) (3) designado como sub-beneficiario.
- Una tribu indígena de California. A los efectos de esta subvención, esto incluye las tribus reconocidas federalmente y otras indígenas de California, de conformidad con la orden ejecutiva del gobernador, B-10-11.
- Una organización de fe, que califica para una exención de impuestos bajo la Sección 501 (c)(3) del Código de Rentas Internas, en la medida de la ley.

FORMATO DE SOLICITUD

Toda la información necesaria para completar la solicitud está adjunto a esta Guía y se enumeran a continuación. Lea todo el paquete, incluidos todos los documentos y documentos adjuntos, antes de completar y enviar su solicitud. Deberá adjuntar papel y / o documentación adicional para responder a todas las preguntas.

Para realizar una solicitud, siga las instrucciones en la página 6. Este documento de orientación contiene:

1. La Portada de la solicitación
2. La Declaración de comprensión de calificaciones mínimas (Lista de verificación para solicitantes)
3. La Solicitud
4. Anexo A: Plantilla de presupuesto
5. Anexo B: Tabla de evaluación para su referencia)
6. Anexo C: Borrador de acuerdo de subvención (para su referencia)
7. Anexo D: Forma estándar beneficiario de datos 204
8. Adjunto A (para todos los proyectos)
9. Adjunto B (para proyectos técnicos)

OBJETIVO DEL PROGRAMA

Los proyectos del Programa de Subvenciones del Aire promoverán los propósitos de la ley AB 617 en las comunidades de California. Bajo el Programa de Subvenciones del Aire, este objetivo se logrará mediante los proyectos que desarrollen la capacidad de comunidades a través de apoyo para la participación de organizaciones comunitarias y miembros de la comunidad en la implementación de la ley AB 617, incluyendo, pero no limitado a, el desarrollo de métodos para adquirir información nueva o mejor sobre la calidad del aire e impactos relacionados con la salud, así como medidas para reducir la contaminación del aire en

comunidades más afectadas.

CONCEPTOS DEL PROGRAMA

La tabla 1 a continuación muestra cómo los proyectos pueden cumplir con el objetivo del programa. La Tabla ilustra las dos categorías de proyectos (Educativo y Técnico) ofrecidas por el Programa de Subvenciones del Aire este año, y enumera ejemplos de proyectos específicos y las cantidades máximas de las subvenciones asociados con esos proyectos.

Las dos categorías enumeradas a continuación se alinean con el objetivo del programa de promover los propósitos de la Ley AB 617. Por ejemplo, al crear conciencia sobre la contaminación del aire en una comunidad y aumentar el conocimiento en la comunidad, un beneficiario puede aumentar la participación en el proceso de implementación de la Ley AB 617. Construyendo la base de conocimiento. Específicamente, esto se puede lograr mediante:

- Proyectos que solicitan apoyar, mejorar y participar en la utilización del documento del Plan Marco.¹ Esto puede incluir entrenamiento y proyectos educativos para aumentar la comprensión del Plan y su dirección.
- Compromiso efectivo y / o participación en los comités comunitarios de la comunidad AB 617 o los avisos técnicos de AB 617 u otros mecanismos bajo la implementación de AB 617. CARB recomienda enfáticamente que los Comités Directivos Comunitarios incluyan beneficiarios del Programa de Subvenciones del Aire de su comunidad, pero esto no es un requisito.
- Comentar sobre los planes de monitoreo de la comunidad de AB 617 y / o los programas de reducción de emisiones en la comunidad.¹

El desarrollo de conjuntos de datos basados en la salud a través de encuestas, estudios y aportes de los residentes de varias comunidades en todo el estado, también puede promover el propósito de la Ley AB 617 al informar los criterios utilizados para identificar y priorizar las comunidades elegibles para planes de monitoreo comunitario o programas de reducción de emisiones en la comunidad. Trabajar y colaborar con diversas partes interesadas, incluidos, entre otros, maestros escolares, representantes de distritos escolares, gobiernos locales, pequeñas empresas, instituciones académicas, investigadores, profesionales de la salud y grupos comunitarios, también ayuda a aumentar las alianzas críticas necesarias para abordar colectivamente la contaminación del aire e impactos en comunidades sobrecargadas.

Tabla 1: Categorías de proyectos, conceptos, proyectos de ejemplo y rangos de inversión

Tipo de Proyecto	Conceptos de Asistencia	Ejemplos de proyectos	Cantidad máxima
Educativo	<p>Para apoyar la participación de la comunidad en la toma de decisiones gubernamentales sobre elementos específicos de la Ley AB 617, tales como: participación de la comunidad y educación que respalda el documento del Plan de CARB; realizar educación popular sobre temas de calidad del aire; asociación y formación de coaliciones para los fines de la Ley AB 617; facilitando la interacción y cultivando relaciones de trabajo con agencias gubernamentales; educación y apoyo en programas específicos de reducción de emisiones de la comunidad; educación sobre otras estrategias estatales de la Ley AB 617; educación sobre las mejores tecnologías de mejoras disponibles e implementación; educación en conceptos de ejecución; educación</p>	<ul style="list-style-type: none"> a. Reuniones comunitarias sobre conceptos de la Ley AB 617. b. Reuniones en la comunidad sobre el documento del Plan de CARB o los procesos de la Ley AB 617 de los distritos de aire. c. Implementación de modelos de educación pública para propósitos de la Ley AB 617, por ejemplo, el modelo de promotoras; o currículo escolar. d. Asesoramiento sobre reuniones (que incluyen, entre otras, apoyo logístico, alquiler de salas y equipos, traducción, viajes, transporte, etc.). e. Encuestas, hojas informativas, impresión y campañas de promoción de los medios directamente relacionadas con la divulgación comunitario de la Ley AB 617. f. Entrenamientos comunitarios y educación sobre el Plan Marco. g. Educación / preparación para la comunidad, con respecto a abogar para la asignación de fondos incentivos de la ley AB 617. h. Contratación de consultores y / o expertos técnicos para promover el entendimiento de los conceptos de la ley AB 617 en la comunidad. i. Planificación comunitaria relacionada con la ley AB 617. j. Charrettes.² k. Evaluaciones de necesidades de la comunidad. l. Evaluaciones de receptores sensibles. m. Excursiones / excursiones en autobús para fines de la ley AB 617 (por ejemplo, identificación de la fuente). n. Ejercicios de inventario de fuentes de emisiones en comunidades 	Hasta \$100,000

	<p>en informes y comunicación de datos; y cualquier otro elemento de la Ley AB 617 o el Plan Marco.</p>	<ul style="list-style-type: none"> o. Actividades observacionales para informar y complementar el monitoreo en las comunidades liderado por el distrito local, mejorando el significado y el nexo de ideas factibles para la reducción de emisiones. p. "Groundtruthing"^{1,2} para las fuentes. q. Encuestas comunitarias de salud para tomar medidas para reducir las emisiones, exposiciones e impactos de la contaminación del aire. r. Apoyo / capacitación la participación en comités directivos comunitarios o grupos de asesoramiento técnico a través de la capacitación de estilo académico sobre comunicación efectiva, competencia cultural y creación de consenso. s. Apoyo / capacitación sobre cómo dueños de equipos pueden solicitar diversos programas de incentivos 	
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La tabla 1 continúa:

Tipo de Proyecto	Conceptos de Asistencia	Ejemplos de proyectos	Cantidad máxima
Técnico	<p>Para apoyar los proyectos de ciencia de la comunidad que se centran en aspectos de la ley AB 617, tales como: evaluaciones de tecnología de la comunidad, capacitación técnica de la comunidad (monitoreo y educación técnica, incluida la recopilación y el análisis de datos), esfuerzos de protección del aire de la comunidad liderados por la comunidad, apoyo de monitoreo del aire de la comunidad.</p>	<ul style="list-style-type: none"> a. Apoyo de monitoreo del aire. b. Planificación / diseño de sistemas, o 'hardware'. c. Capacitación en hardware / software para miembros de la comunidad para fines de AB 617. d. Recopilación de datos y capacitación analítica/técnica para fines de AB 617. e. Investigación participativa basada en la comunidad / Proyectos de investigación comprometidos con la comunidad para fines de AB 617. f. Contratación de expertos técnicos para apoyo analítica para los fines de AB 617. g. Sistemas comunitarios para la presentación de informes. h. Evaluación del impacto a la salud en el contexto de AB 617 y los esfuerzos de 	Hasta \$300,000

		<p>CARB y los distritos de aire y autoridades.</p> <p>i. La realización de la investigación académica que resulten en estudios revisados por pares.</p> <p>j. Cualquier categoría educativa de ejemplos como componentes.*</p>	
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* Los proyectos técnicos también pueden incluir los componentes de los proyectos educativos numerados en la Tabla 1. Estos aún se considerarán proyectos de tipo Técnico, sujetos a un financiamiento máximo de \$ 300,000 de la subvención, y deberán enviar el Adjunto B.

- Para proyectos educativos, CARB fomenta actividades que podrían escribirse en un Programa de reducción de emisiones en la comunidad, o Plan de monitoreo del aire en la comunidad, bajo los esfuerzos de AB 617 del distrito de aire.
- Para los proyectos técnicos que generarán datos como resultado principal, CARB recomienda incluir en su propuesta las expectativas de los datos para informar los esfuerzos de AB 617, de CARB o del distrito de aire, u otras acciones de seguimiento.

CAPACIDAD Y RESULTADOS

El CARB reconoce la gran variedad de organizaciones comunitarias, y el espectro de capacidades de esos grupos para participar en la implementación de la ley AB 617. Por lo tanto, el Programa de Subvenciones del Aire en la Comunidad está diseñado para ser lo más flexible posible, con la intención de desarrollar el potencial de participación de los grupos comunitarios, mientras que al mismo tiempo proporciona asistencia tangible.

Como lo demuestran los ejemplos en la Tabla 1, los proyectos pueden incluir, pero no están limitados a: asesoramiento para organizar reuniones que difundan conocimiento ; viajes y otros costos asociados con la reuniones; contratación de expertos técnicos, consultores y capacitadores; esfuerzos de planificación comunitaria (incluyendo la promoción con respecto a abogar por la asignación de fondos de incentivos de la ley AB 617); proyectos de investigación participativa basados en la comunidad que se alinean con los propósitos de la ley AB 617; apoyo de monitoreo del aire en la comunidad, y capacitación.

El CARB tiene la intención de financiar tantos proyectos comunitarios elegibles como sea posible mediante el Programa de Subvenciones del Aire en la Comunidad. CARB anticipa una mezcla diversa de proyectos, de muchas comunidades, con representación regional de todo el estado. Se anticipa que el portafolio de proyectos seleccionados incluirá tipos urbanos, suburbanos y entornos rurales. Lo nuevo de la solicitud de este año:

- Los proyectos deben estar ubicados en su totalidad y beneficiar a las comunidades

desfavorecidas y / o de bajos ingresos, según se identifica en las secciones 39711 y 39713 del Código de Salud y Seguridad de California (agregadas y modificadas por los la Ley del Senado 535 y la Ley de la Asamblea 1550), o en tierras tribales. Las ubicaciones de las zonas censales del proyecto se evaluarán y confirmarán según el criterio de "antecedentes del solicitante y descripción del proyecto". Se puede utilizar la herramienta de mapeo de inversiones prioritarias de la población de CARB para fines de identificación de ubicación, disponible en:

<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm.c>
[on](#)

- Para los proyectos que proponen trabajar con los distritos de aire locales en componentes específicos del proyecto (por ejemplo, la colocación de sensores de aire comunitarios en los sitios de monitoreo de los distritos de aire), se requieren cartas de compromiso de los distritos de aire participantes o patrocinadores, que describan la naturaleza y el alcance de su compromiso al proyecto.
- In Además de un Alcance del trabajo, los solicitantes que proponen un Proyecto técnico deberán presentar un plan de trabajo técnico (Adjunto B en estas Guías). Dependiendo de su proyecto, los solicitantes deben completar la opción I (para proyectos con componentes de monitoreo) o la opción II (otros tipos técnicos de proyectos, por ejemplo, estudio, evaluación, análisis). Tenga en cuenta que los proyectos con componentes de monitoreo deberán cumplir con el Apéndice E del Plan de CARB para el monitoreo del aire comunitario.

Los fondos de contrapartida o el apoyo en especie no se requieren para el Programa de Subvenciones del Aire en la Comunidad, pero se alientan cuando corresponde y se evaluarán según el criterio de "colaboración y aprovechamiento" como parte de la selección del proyecto. Todos los fondos / recursos apalancados, y su fuente, deben identificarse en la solicitud y el presupuesto, y no contarán para los montos de financiamiento máximos que puede solicitar a través de las Subvenciones del Aire en la Comunidad. Los fondos y recursos apalancados pueden adoptar diversas formas y deben anotarse en la solicitud. También se recomienda encarecidamente la creación de asociaciones y la coordinación. Las Subvenciones del Aire en la Comunidad deben utilizarse para complementar la creación de asociaciones de una organización y la coordinación para la implementación del proyecto. Se pueden presentar cartas de apoyo. Se fomentan las cartas que demuestran el compromiso específico de cualquier socio. Para proyectos que proponen trabajar con los distritos de aire locales en componentes específicos del proyecto (por ejemplo, la colocación de sensores de aire comunitarios en los sitios de monitoreo de los distritos del aire), se requieren cartas de compromiso del distrito del aire local participante o patrocinador.

Prioridades del Programa:

- Los proyectos que demuestren la creación de sociedades y la coordinación, el aprovechamiento, el apoyo en especie u otras formas de colaboración se priorizarán por recibir puntuaciones más altas. Los proyectos que fomenten la creación de empleo y / o el entrenamiento laboral se priorizarán por recibir puntuaciones más altas.

- Los proyectos que fomenten el desarrollo de la fuerza laboral (creación de empleo y / o capacitación laboral) se priorizarán por recibir puntuaciones más altas.
- Los proyectos ubicados en comunidades seleccionadas baja AB 617 que no tienen un proyecto del Programa de Subvenciones del Aire que solo sirva a esa comunidad, se priorizarán por recibir puntuaciones más altas.

CANTIDADES DE FINANCIAMIENTO

Las solicitudes de financiamiento tienen que estar igual o menor de los rangos de inversión en la Tabla 1, según el Tipo de proyecto seleccionado. La cantidad máxima de financiamiento que se puede solicitar para un proyecto de las Subvenciones del Aire en virtud de esta solicitud es de \$100,000 para proyectos educativos y \$ 300,000 para proyectos técnicos. Los proyectos que abarcan varios años (proyectos plurianuales) están permitidos, pero se financiarán a partir de este año fiscal. Los proyectos plurianuales se deben describir en su solicitud. Todos los fondos deben ser liquidados (gastados) por 31 de marzo de 2022. Los costos por año y los totales se deben mostrar en su presupuesto para justificar su solicitud de financiamiento. Consulte la sección Informes y presupuesto a continuación para obtener más detalles.

Nuevo para este año, y en un esfuerzo por mantener la diversidad de tipo de proyecto, las cantidades de financiación de las Subvenciones del Aire estarán disponibles de la siguiente manera:

- Hasta \$ 2,000,000 en total estará disponible para todos los proyectos educativos.
- Hasta \$ 3,000,000 en total estará disponible para todos los proyectos técnicos.

Aunque los costos administrativos pueden cubrirse hasta un máximo del 20 por ciento en virtud del Programa las Subvenciones del Aire, CARB anticipa un rango probable del 10-15 por ciento para la mayoría de los proyectos. Consulte el Anexo C: Borrador del Contrato, para obtener más información sobre los costos administrativos.

PRESENTACIÓN

Para entregar su solicitud, enviar:

- La Portada de la solicitud
- La Declaración de entendimiento de calificaciones mínimas (Lista de verificación para solicitantes)
- La Solicitud
- El Presupuesto utilizando la plantilla en el Anexo A.
- El Anexo D
- El Adjunto A

- El Anexo B (si corresponde)
- Resolución de la Junta que documenta la aprobación del proyecto (ver Las calificaciones mínimas y administración de proyectos, párrafo 'a', más abajo para más información)

Los solicitantes tienen que proporcionar una portada original firmada con una solicitud, todos los adjuntos requeridos, y una fotocopia de cada uno. Toda la información necesaria se adjunta a estas Guías.

La portada original firmada con la solicitud y la fotocopia tiene que recibirse a más tardar el día de la semana, el día del mes, 2019. La presentación electrónica no está disponible. Las solicitudes no serán aceptadas por fax o correo electrónico. Entregue a mano o envíe por correo (atención: la información de contacto del personal de CARB se proporcionará en el borrador final para la entrega manual) su paquete de solicitud a:

California Air Resources Board
Air Grants Program
1001 I Street, 6th Floor Sacramento
California 95814

El día del mes de 2019, CARB organizará una teleconferencia para responder las preguntas que se hayan enviado hasta ese momento y responder a las preguntas durante la teleconferencia. Las preguntas también pueden enviarse por correo electrónico a airgrants@arb.ca.gov o por cierra de operaciones **el día del mes de 2019**. Después de esta fecha, CARB no aceptará preguntas sobre las Guías o el proceso de solicitud. CARB hará un documento completo de preguntas y respuestas por **el día del mes de 201**, y lo publicará en nuestro sitio web.

Consulte nuestro sitio web (<https://ww2.arb.ca.gov/our-work/programs/community-air-protection-program/community-air-grants>) para obtener más información sobre la teleconferencia de preguntas y respuestas y la pregunta oficial y documento de respuesta. Estaremos actualizando el sitio web para reflejar los horarios, los números de llamadas y cualquier cambio de las fechas. Cualquier comunicación verbal con un empleado de CARB sobre las guías o el proceso de solicitud no es un consejo legal o vinculante para el Estado y no alterará el proceso de solicitud por escrito.

PROCESO DE REVISIÓN Y CALIFICACIÓN

Las solicitudes para subvención que cumplan con los requisitos mínimos se dividirán en dos categorías según el tipo de proyecto: Educativo o Técnico. Ambos tipos serán evaluados y calificados en dos pasos: 1) Revisión administrativa y técnica, y 2) Alineación programática. El objetivo de este proceso de revisión de dos pasos es el de identificar y financiar propuestas de proyectos que equilibren los enfoques más meritorios basados en la ciencia y que ofrezcan la más alta promesa de cumplir los objetivos programáticos establecidos en las Guías de

subvenciones.

El primer paso de la evaluación es la Revisión Administrativa y Técnica, y utiliza la Tabla de Evaluación basada en criterios (Anexo B) para evaluar las propuestas según su mérito administrativo, científico y técnico. Un Panel Administrativo y Técnico puede estar compuesto por personal del programa gubernamental (por ejemplo, ingenieros, especialistas, investigadores, científicos, técnicos y analistas) y representantes no gubernamentales, conducirán esta parte de la evaluación. Las agencias participantes pueden incluir, pero no se limitarán a, personal de las Juntas, Departamentos y Oficinas que forman parte de la Agencia de Protección Ambiental de California; la Agencia de Protección Ambiental de los Estados Unidos; distritos aéreos, agencias gubernamentales y reguladoras locales, la Asociación de Oficiales de Control de la Contaminación del Aire de California; y otras asociaciones, organizaciones de salud o filantrópicas. El Panel Administrativo y Técnico se encargará de la puntuación de nueve de las diez categorías de criterios mencionadas en la Tabla de puntuación (I. Antecedentes del solicitante, II. Descripción del proyecto, III. Colaboración y apalancamiento, IV. Alineación administrativa y técnica, V. Participación comunitaria, VI. Fuerza laboral Desarrollo, VII. Presupuesto y presentación de informes, VIII. Evaluación del desempeño y IX. Línea de tiempo del proyecto).

Usando la Tabla de Evaluación, el resultado de la Revisión Administrativa y Técnica será el primer paso del puntaje donde podrán obtener hasta 72 puntos en total, por cada aplicación, ya sea en las categorías educativa o técnica. El primer paso del puntaje estará compuesto por los puntajes del criterio de evaluación individual, combinados. Aquellas propuestas que obtengan un puntaje de al menos 75%, o 54 puntos totales, pasarán a ser evaluadas en el segundo paso, para mayor consideración.

El segundo paso de la evaluación es la Evaluación de Alineación Programática, y se llevará a cabo por un Panel Programático. El Panel Programático puede ser compuesto por participantes pueden incluir, pero no se limitarán a, por gerentes y ejecutivos de nivel alto y ejecutivo de CARB, la Agencia de Protección Ambiental de California; Agencia de Protección Ambiental de los Estados Unidos; distritos aéreos, agencias gubernamentales y reguladoras locales, la Asociación de Oficiales de Control de la Contaminación del Aire de California; y otras asociaciones, organizaciones de salud o filantrópicas. El Panel Programático utilizará el último criterio (X. Alineación Programática), para evaluar y calificar las aplicaciones que avanzaron al segundo paso, tanto en la categoría de Educación como en la Técnica.

Usando la Tabla de Evaluación, el resultado de la evaluación de Alineación Programática podrá obtener una puntuación de hasta 28 puntos para el criterio de Alineación programática. El Panel Programático luego agregará esa puntuación a la puntuación del primer paso para obtener una puntuación final de hasta 100 puntos por cada aplicación, ya sea en la categoría Educativa o Técnica. La evaluación de Alineación Programática producirá dos listas de proyectos (Educativos y Técnicos), clasificadas según su puntaje final.

Después de la evaluación de alineación programática, se generarán listas de premios para las propuestas tanto en las categorías Educativas como Técnicas, según su clasificación y puntaje final, y el máximo de financiamiento en esa categoría (hasta \$ 2M para Educación y hasta \$ 3M para Técnica). Este proceso determinará los ganadores finales.

CARB publicará información básica sobre todas las solicitudes recibidas para su consideración, al menos diez días antes de anunciar los premios de financiamiento. Los ganadores serán notificados cuando se determine y se publicará una lista final de premios. CARB anticipa el

anuncio de premios en otoño de 2019. Los acuerdos de subvención (Anexo C: Borrador de acuerdo de subvención) deben ser firmados por el ganador y por CARB antes del desembolso de cualquier fondo.

PERÍODO DE LAS SUBVENCIONES Y FINANCIAMIENTO

El período de las subvenciones empieza cuando CARB ejecuta el acuerdo de la subvención. Por favor, refiérase al Anexo C: Borrador del Contrato y los Términos y Condiciones. Todos los fondos tienen que ser liquidados (gastados) por mes, año y año.

Se requerirá un Contrato de Subvención ejecutado antes de que los beneficiarios reciban cualquier financiamiento. Para recibir un desembolso de fondos, o un pago por adelantado, el beneficiario debe enviar un formulario de solicitud de desembolso de subvención a CARB y / o un formulario de solicitud de pago por adelantado. Estos formularios se proporcionarán a los beneficiarios tras la ejecución del Contrato de Subvención. Los borradores de formularios se adjuntan a estas Guías para su referencia.

INFORMES Y PRESUPUESTO

Después que concluya la ejecución de la subvención, el Beneficiario tendrá que entregar informes trimestrales a CARB a partir del 1 de diciembre de 2019 y continuar trimestralmente hasta el final del plazo de la subvención, o hasta que todos los fondos hayan sido liquidados. Las fechas de vencimiento específicas se incluirán en el Contrato de Subvención. Los informes pueden enviarse electrónicamente a su enlace del proyecto de las Subvenciones del Aire en la Comunidad de identificado en el acuerdo ejecutado, y como mínimo, debe incluir:

- El número del informe, título, el nombre de beneficiario, la fecha de presentación, y el número de la subvención.
- Un informe de los gastos asociados con las tareas específicas del proyecto. Los ejemplos incluyen, pero no están limitados a: el asesoramiento en reuniones y viaje; la contratación de expertos técnicos o consultantes; u otros esfuerzos comunitarios de la ley AB 617.
- Un informe de cómo se está utilizando la subvención para cumplir con los objetivos de la ley AB 617.
- Un informe de cómo el Proyecto cumple con los criterios para proporcionar beneficios directos, significativos y asegurados para abordar las necesidades comunitarias conforme a la guía de CARB. (consulte Asistencia técnica y Prioridad de desarrollo de capacidades Tabla de Criterios de Beneficios para la Población disponible en: www.arb.ca.gov/cci-resources). Los proyectos deben describir la necesidad de la comunidad y cómo se identificó, en particular las necesidades identificadas por los residentes o representantes de la comunidad.
- Un resumen del trabajo completado y en progreso desde el último informe de progreso, incluida la ubicación (es decir, dirección o latitud y longitud) de eventos educativos y / o actividades de monitoreo.

- Datos de los fondos de la subvención restantes y gastados.
- Un resumen de los gastos que muestra todos los fondos de la Subvención para el Monitoreo del Aire en la Comunidad para los cuales se solicitó el reembolso desde el último informe.
- Cualquier desafío o barrera que surgió durante la implementación del proyecto.

Se requerirá que un subconjunto de beneficiarios informe sobre los resultados del proyecto, una vez que esté operativo, de acuerdo con la guía de CARB.

CARB, a su discreción exclusiva, puede solicitar información adicional y/o establecer un esquema de informe nuevo en cualquier momento, para cualquier proyecto adjudicado. El beneficiario debe conservar los archivos del Proyecto durante al menos 3 años después de finalización del proyecto.

Mientras que prepara su presupuesto, por favor, siga las siguientes pautas.

- Prepare el presupuesto que respalde las actividades propuestas en su solicitud.
- La descripción del presupuesto y el costo total deben alinearse con su Alcance de trabajo y los costos por tarea.
- Sea realista, meticuloso, y preciso. Incluya el manejo y envío, impuestos, configuración, instalación, contratos de servicio(s), garantías, contratos, licencias, costos del equipo, etc.
- Use dólares enteros.
- Conserve la documentación sobre cómo el presupuesto fue calculado.
- Sobre resultados (lo que quiere lograr con este financiamiento), determine la cantidad exacta o máxima de artículos que está proponiendo afectar o implementar (por ejemplo: organizar tres reuniones comunitarias; contactar a 300 hogares dentro de la comunidad; contratar a un analista de datos; realizar una visita en autobús con 50 personas), y el presupuesto para esa cantidad.

CALIFICACIONES MÍNIMAS Y ADMINISTRACIÓN DE PROYECTOS

Tabla 2: Cualificaciones mínimas: El incumplimiento de los requisitos de Pasa-No Pasa a continuación resultará en una descalificación automática del Proceso de las Subvenciones del Aire en la Comunidad.

Pasa/No Pasa	Portada – completa y firmada. La firma tiene que <u>ser original y solamente firmada por la Autoridad designada para firmar</u> . No se aceptan firmas estampadas o fotocopiadas. La solicitud debe estar firmada por el representante del solicitante autorizado para celebrar un contrato para el solicitante. Si el solicitante presenta la solicitud estableciendo como socio a una organización comunitaria cómo sub beneficiario, la información del sub beneficiario también tiene que ser incluida, pero no se requiere la firma del sub beneficiario.
Pasa/No Pasa	Solicitante Elegible - Tipo de organización. <ul style="list-style-type: none"> - <u>Una organización comunitaria de California</u>, que tiene una exención de impuestos bajo la Sección 501 (c) (3) del Código de Rentas Internas; o - <u>Una organización de California</u>, no afiliada a una agencia o departamento gubernamental local, municipal, de la ciudad, del condado o del estado, y que tiene una exención de impuestos bajo la Sección 501 (c) (3) del Código de Rentas Internas como beneficiario, en alianza con una organización comunitaria de California sin el estatus bajo la Sección 501 (c) (3) designado como sub beneficiario; o - <u>Una tribu nativa americana de California</u>. A los efectos de esta subvención, esto incluye las tribus reconocidas federalmente y otros indígenas de California, de conformidad con la orden ejecutiva del gobernador, B-10-11, o - <u>Una organización de fe de California</u>, que califica para una exención de impuestos bajo la Sección 501 (c) (3) del Código de Rentas Internas, en la medida de la ley.
Pasa/No Pasa	Proyectos ubicados en y beneficiando a zonas censales identificadas como comunidades desfavorecidas y / o de bajos ingresos, según se identifican en las secciones 39711 y 39713 del Código de Salud y Seguridad de California (agregadas y modificadas por las leyes del Senado 535 y AB 1550) o en tierras tribales
Pasa/No Pasa	La solicitud tiene que ser sellada por la oficina de correo a más tardar el día del mes de 2019.
Pasa/No Pasa	Los gastos administrativos que no superen 20%.
Pasa/No Pasa	Anexo A: Presupuesto incluido.
Pasa/No Pasa	Anexo D: Forma estándar beneficiario de datos 204
Pasa/No Pasa	Adjunto A - Documentación de CEQA incluida.
Pasa/No Pasa	Adjunto B - Para proyectos técnicos
Pasa/No Pasa	La Resolución de la Junta aprovechando el proyecto está incluida, si aplicable.

Pasa/No Pasa	La solicitud de financiamiento de las Subvenciones del Aire de CARB tiene que cumplir con los rangos de financiamiento por tipo de proyecto.
Pasa/No Pasa	El formulario de “Declaración de comprensión de calificaciones mínimas” está firmado, fechado, y presentado con la solicitud.

- a. Para una organización que tiene una exención de impuestos bajo la Sección 501(c)(3) del Código de Rentas Internas, y que está gobernada por una Junta directiva, CARB requerirá una Resolución de la Junta o documentación de aprobación del proyecto por la Junta antes que CARB ejecute el Contrato de Subvención. Para una Tribu indígena de California, de conformidad con la orden ejecutiva del gobernador, B-10-11, CARB podrá requerir una Resolución aprobada o documentación de aprobación del proyecto por el órgano rector de la Tribu, antes de que CARB ejecute el Contrato de Subvención. Para una organización de fe, CARB podrá requerir documentación de aprobación del proyecto por la Junta de la organización u otra administración antes de que CARB ejecute el Contrato de Subvención.
- b. El CARB evaluará todas las solicitudes de proyectos elegibles basadas en los mismos criterios de puntuación, como es descrito en esta guía y la tabla de puntuación. Solo los proyectos elegibles serán calificados. Para ser elegible, las solicitudes de los proyectos tienen que cumplir con el puntaje mínimo que aparecen arriba.
- c. CARB se reserva el derecho de eliminar elementos discretos de los proyectos seleccionados para financiamiento si determina que son inelegibles según esta guía y el Código de Salud y Seguridad de California, sección 44391.2(d).
- d. En caso de que uno o más proyectos no pueden ser financiados en su totalidad porque la cantidad excede los fondos restantes disponibles, CARB a su exclusiva discreción puede ofrecer el financiamiento de esos proyectos por una cantidad menor y a un alcance reducido. Si el solicitante del proyecto declina el financiamiento para un proyecto de alcance reducido, CARB puede ofrecer financiamiento al siguiente solicitante elegible de mayor puntaje, ya sea para un alcance total o reducido, traspasar los fondos restantes al siguiente año fiscal, o no conceder la subvención.
- e. En caso de que el financiamiento haya sido concedido a los proyectos de mayor punta, y los fondos restantes disponibles son menores que la cantidad solicitada en la siguiente solicitud de mayor puntaje, CARB a su exclusiva discreción, puede ofrecer financiamiento al próximo proyecto(s) con el puntaje más alto que solicite una menor cantidad de los fondos restantes disponibles, traspasar los fondos restantes al siguiente año fiscal, o no conceder la subvención.
- f. Si ninguno de los solicitantes cumple con todos los requisitos mínimos, lo que resulta en que no hay solicitudes válidas para evaluar, CARB, a su discreción, puede volver a emitir la solicitud o emitir una nueva solicitud.
- g. El beneficiario tiene que firmar un Contrato de Subvención (Anexo C) con CARB para cumplir con las funciones administrativas y técnicas asociadas con el proyecto. No existirán obligaciones legales a menos que y hasta que las partes hayan ejecutado y enviado un Contrato de Subvención.
- h. Una organización de California, que tiene una exención de impuestos bajo la Sección 501 (c) (3) del Código de Rentas Internas como beneficiario, en alianza con una organización comunitaria de California sin estatus bajo la Sección 501 (c) (3) y que es designada como sub beneficiaria deberá firmar un Contrato de Subvención con CARB especificando que el beneficiario tiene la responsabilidad en conjunto y suficiente para cumplir con los requisitos de la subvención.

- i. Algunas propuestas podrían calificar como un proyecto según la Ley de Calidad Ambiental de California (CEQA). En estas instancias, solicitantes podrían necesitar enviar documentación adicional para facilitar la finalización de CEQA antes de la aprobación del contrato o recibir el dinero de la subvención. Por lo tanto, no pueden aprobar las adjudicaciones hasta que CEQA está satisfecha.
- j. Cualquier cambio en el presupuesto del proyecto, redefinición de resultados, o extensión del calendario del proyecto, debe ser aprobado, por adelantado y por escrito, por el Intermediario del Proyecto de CARB, o alguien designado, y podría requerir una enmienda al Contrato de la Subvención. Una vez que la subvención haya sido concedida, CARB podrá considerar algunos cambios menores a la labor que se va a realizar u otros cambios en el alcance del proyecto, en consulta con el Beneficiario.
- k. CARB se reserva el derecho de terminar un Contrato de Subvención si determina, en su exclusiva discreción, que el Beneficiario no puede cumplir los objetivos o que el Beneficiario, o sus sub Beneficiarios no pueden cumplir o no cumplirán con el trabajo requerido conforme al calendario del proyecto.
- l. El Beneficiario tiene que permitir que CARB, el Departamento de Finanzas de California, la Oficina de Auditoría del Estado, o cualquier entidad designada tenga acceso, durante horas hábiles, para realizar revisiones y auditorías fiscales u otras evaluaciones. El acceso incluye, pero no está limitado a, la revisión de archivos, una visita a los sitios/localidades, entrevistas, y otras evaluaciones, cuando sea necesario.
- m. El Beneficiario tiene que conservar los archivos del Proyecto durante al menos 3 años después de la culminación del proyecto.
- n. Tras la entrega hecha al CARB, todas las solicitudes se convertirán en propiedad del Estado de California. CARB puede, difundir públicamente todo o algunos de los contenidos de las solicitudes. Las solicitudes serán tratadas de acuerdo con los requisitos de la Ley de Registros Públicos y que cierta información, sujeta a esos requisitos, puede ser divulgada públicamente.
- o. El Costo del Desarrollo de la Solicitud: El Solicitante es responsable del costo para desarrollar una solicitud, y ese costo no se lo puede cobrar al Estado. Adicionalmente, CARB no se responsabiliza de cualquier costo incurrido durante la evaluación ambiental o como resultado del retiro de una indemnización propuesta o la cancelación de la guía.
- p. Errores: Si un solicitante descubre alguna ambigüedad, conflicto, discrepancia, omisión, u otro error en la guía, el solicitante tiene que notificar al CARB inmediatamente sobre el error por correo electrónico y requerir una modificación y aclaración del documento. CARB no es responsable por la falta de corrección de errores.
- q. Defecto Inmaterial: CARB puede renunciar cualquier defecto inmaterial o desviación contenido en una solicitud del solicitante. La renuncia de CARB no cambiará in ninguna manera la solicitud o excusará el solicitante exitoso del cumplimiento completo.
- r. Disposición de los Documentos del Solicitante: En la fecha que el contrato de la subvención haya sido firmado, todas las solicitudes y los materiales relacionados serán presentados en respuesta a esta guía se convertirán en una parte de la propiedad del Estado y del registro público.

- s. Amonestación del Solicitante: Esta guía contiene las instrucciones que rigen los requisitos para el financiamiento de proyectos presentados por los solicitantes interesados, incluyendo el formato en que la información deber ser enviada, el material que debe ser incluido, los requisitos que se deben cumplir para ser considerados elegibles, y las responsabilidades del solicitante. Los solicitantes tienen la responsabilidad de leer atentamente la guía en su totalidad, hacer preguntas apropiadas de manera oportuna, presentar la solicitud con todas respuestas requeridas en una manera completa antes de la fecha y hora, y asegurar que todos los procedimientos y requisitos de la guía son seguidos y abordados adecuadamente.
- t. Requisitos del Contrato: El contenido de estas guías y cada solicitud del Beneficiario será incorporado por referencia en el contrato final. Vea la muestra del borrador del Contrato de Subvención incluido esta guía, en el Anexo C. CARB se reserva el derecho de negociar con los solicitantes para modificar el alcance del Proyecto, el nivel de financiamiento, a ambos. Si CARB no puede negociar con éxito y ejecutar un contrato de subvención con el solicitante, CARB, en su entera exclusiva discreción, se reserva el derecho a retirar el premio pendiente y financiar el próximo proyecto con el puntaje más alto. Eso no limita la capacidad de CARB para retirar un premio propuesto por otras razones, incluso sin causa alguna.
- u. No hay Contrato hasta que es Firmado: No se efectuará un contrato entre CARB y el Beneficiario hasta que el contrato sea firmado por el Beneficiario y firmado por el representante autorizado de CARB. Los costos están sujetos únicamente al reembolso por CARB después de la ejecución, ningún costo incurrido antes de la ejecución del contrato es reembolsable usando los fondos de CARB.
- v. No hay Modificaciones a las Provisiones Generales: Porque el tiempo es oro, si un solicitante en cualquier momento, incluyendo después de la selección del Beneficiario, trata de negociar, o de lo contrario persigue la modificación de, las condiciones del contrato de subvención, CARB puede rechazar una solicitud o retirar un premio propuesto. Esto no cambia o limita la capacidad de CARB para retirar un premio propuesto por otras razones, incluyendo el fallo de una agencia independiente para completar la revisión de CEQA, o sin causa alguna.
- w. Pago de Salario Predominante: Las tasas del salario predominantes pueden ser considerablemente más altos que las que no son predominantes. El incumplimiento de pagos de las tasas del salario predominantes requeridas legalmente puede resultar en daños sustanciales y sanciones financieras, terminación del contrato de subvención, interrupción de los proyectos, y otras complicaciones. Consulte: <https://www.dir.ca.gov/Public-Works/Prevailing-Wage.html>
- x. La Cancelación de las Guías y Enmiendas: CARB se reserve el derecho de hacer lo siguiente:
- Cancelar esta Guía.
 - Revisar la cantidad de fondos disponibles bajo esta Guía.
 - Enmendar esta Guía cuando sea necesario.
 - Rechazar cualquier o todas las solicitudes recibidas en respuesta a esta Guía.

El Programa de Subvenciones del Aire en la Comunidad es parte de las Inversiones del Clima de California, un programa estatal que destina miles de millones de dólares de cap-and-trade para reducir las emisiones de GEI, fortalecer la economía y mejorar la salud pública y el medio ambiente, especialmente en las comunidades desfavorecidas. Para obtener más información, visite el sitio web de las Inversiones del Clima de California en: www.caclimateinvestments.ca.gov.



REFERENCIAS Y RECURSOS

Documentos de referencia (1, 2 y 3) en la guía que viene a continuación. También hemos incluido una lista de recursos que puede ser útil (I – IX). Sin embargo, esta lista no es exhaustiva.

1. [CARB, Community Air Protection Blueprint – Sacramento, CA: October 2018](#)
 2. [Russak, B., Aliu, S., Ankudowich, A., Prichard M., Semu Y., Simunovic D., Wander M., Green Zones and Grassroots: How California’s Climate Investments Benefit Los Angeles County’s Disadvantaged Communities. Los Angeles, CA: Liberty Hill Foundation, 2017.](#)
 3. [London, J., Huang, G., Zagofsky, T., Land of Risk/ Land of Opportunity: Cumulative Environmental Vulnerability in California’s San Joaquin Valley. Davis, CA: UCDavis Center for Regional Change, 2011.](#)
- I. U.S. EPA Citizen Science for Environmental Protection
 - <https://www.epa.gov/citizen-science>
 - II. U.S. EPA Quality Assurance Project Plan for Citizen Science Projects
 - <https://www.epa.gov/citizen-science/quality-assurance-project-plan-citizen-science-projects>
 - III. Cal/EPA Disadvantaged Community Designation
 - <https://calepa.ca.gov/EnvJustice/GHGInvest/>
 - IV. CARB Pollution Mapping Tool
 - https://www.arb.ca.gov/ei/tools/pollution_map/
 - V. CARB Priority Population Investments Mapping Tool
 - www.arb.ca.gov/cci-communityinvestments
 - VI. Tracking California: Guidebook for Developing a Community Air Monitoring Network
 - <http://trackingcalifornia.org/page/air/community-air-monitoring-guidebook>
 - VII. OCAP Online Resource Center
 - <https://ww2.arb.ca.gov/capp-resource-center>
 - VIII. SCAQMD: Air Quality Sensor Performance Evaluation Center
 - <http://www.aqmd.gov/aq-spec>

IX. US CDC: Community Assessment for Public Health Emergency Response (CASPER)

- <https://www.cdc.gov/nceh/hsb/disaster/casper>

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Application Coversheet

(Draft only coversheets)

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**California Air Resources Board (CARB)
Community Air Grants**

APPLICATION COVER SHEET

Part 1. Applicant Information	
Applicant (501(c)(3) organization/Tribe/faith-based organization) name:	\$ Grant Funds Requested (rounded to nearest dollar): Indicate Duration of Proposed Grant (single or multi-year):
Applicant physical address (Street, City, State, Zip code):	
Applicant mailing address (Street, City, State, Zip code):	
Organization Type:	
<input type="checkbox"/> Internal Revenue Code Section 501(c)(3) status Tax ID number: _____ - _____	
<input type="checkbox"/> California Native American Tribe in accordance with Governor's Executive Order B-10-11. Tax ID number may need to be provided for payment if awarded a grant. Tax ID number may be provided upon agreement of contract if awarded.	
<input type="checkbox"/> Faith Based organization Tax ID number: - _____	
Project Type: (select one)	
<input type="checkbox"/> Educational	<input type="checkbox"/> Technical (Technical projects may include Educational project components)
Grant Administrator - Manages Day-to-Day Tasks of Project	
Grant Administrator - Name of Lead Person who will be Implementing Grant (First name, Last name):	Title of Grant Administrator:
Telephone number of Grant Administrator (required): ()	Email of Grant Administrator (required):
Signature Authority - Person Authorized to Legally Enter into Grant Agreement	
Signature Authority- Print Name of Person who will be Signature Authority of Grant (First name, Last name):	Title of Signature Authority:
Telephone number of Signature Authority (required): ()	Email of Signature Authority (required):

Part 1A. Sub-Grantee Information (if applicable)*	
Sub-Grantee Name, physical and mailing address here (Street, City, State, Zip code):	
Applicant physical address (Street, City, State, Zip code):	
Applicant mailing address (Street, City, State, Zip code):	
Part 2. Application Agreement and Authorized Signature	
I certify that all information in this application is true, correct, and complete to the best of my knowledge and belief. I certify that I am signing on behalf of the applicant in the capacity as a signature authority indicated next to my name below and that I am authorized to execute this application on behalf of the applicant.	
Signature Authority original signature (wet signature, no stamps):	Date:
First name and last name of Signature Authority (print legibly):	

* Sub-grantee information is required for projects proposed jointly by a California organization holding a tax-exempt status under Section 501(c)(3) of the Internal Revenue Code (the applicant), in partnership with a California community-based organization without Section 501(c)(3) status (the sub-grantee).

Minimum Qualifications Statement of Understanding Checklist for Applicants

(Draft only coversheets)

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Minimum Qualifications Statement of Understanding (Checklist for Applicants)

This checklist represents the minimum qualifications needed for an application to be considered for review and scoring. Failure to meet these requirements will result in an automatic disqualification from the Community Air Grants Application Process.

	The Application Cover Sheet must be completed and signed. The signature must be original and only signed by the designated authorized Signature Authority. No stamped or photocopied signatures will be accepted. The application must be signed by the Applicant representative authorized to enter into a grant for the Applicant. If Applicant is applying in partnership with a community-based organization sub-grantee, the sub-grantee's contact information must also be provided, but the sub-grantee does not need a representative to sign the application.
	Only Applications from eligible applicants will be considered (See page three of the Guidelines).
	Projects must be located in and benefit disadvantaged and/or low income communities, as identified pursuant to California Health and Safety Code sections 39711 and 39713 (added and amended by Senate Bill 535 and AB 1550), or on Tribal lands.
	The Application must be postmarked no later than Weekday, Month Day, 2019.
	Administrative costs cannot exceed 20%.
	Exhibit A: Budget must be included.
	Exhibit D: Standard Payee Data Form 204 must be included.
	Attachment A CEQA Documentation – For all projects.
	Attachment B – Technical Project Work Plan
	If Applicant has a Governing Board, then Resolution approving the project must be included.
	CARB Air Grant funding request must adhere to the funding ranges per project type.
	This Form: "Minimum Qualifications Statement of Understanding"

I have read the list on Minimum Requirements, and understand that failure to meet these requirements will result in my Application being removed from consideration of Community Air Grant Funding.

APPLICANT _____ DATE _____

Application

(Draft only coversheets)

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Community Air Grants Application:

Please submit a response that answers and addresses the bullet points below. Applications will be evaluated and scored upon responses to these criteria.

I. Applicant Background - 10 Points Maximum

Background information⁺ shall include:

- History of applicant in community.
 - Proof of the applicant's IRS designation as a 501 (c) 3; or documentation as a California Native American Tribe pursuant to Governor's Executive Order B-10-11; or documentation of faith-based organization; and list of organization's board of directors, or an organizational chart.
- Community description and narrative on air/environmental issues.
 - Support for applicant's project in the community (evidenced by letters of support or commitment).
 - Applicant's connection to the community.
- Concrete examples of applicant representing or advocating in and for their community.

⁺ For projects proposed jointly by a California organization holding a tax-exempt status under Section 501(c)(3) of the Internal Revenue Code (the applicant), in partnership with a California community-based organization without Section 501(c)(3) status (the sub-grantee), provide this information regarding the sub-grantee. You may additionally provide this information regarding the applicant, if applicable.

II. Project Description - 10 Points Maximum

Project Description shall include:

- Project location(s) and discussion of benefits to priority populations*. Examples of potential benefits include providing jobs or job training to residents of low-income households, or identifying, evaluating air pollution in disadvantaged or low-income communities.
- Discussion of how project meets community need.
- Clearly defined outcomes and expectations of project including a schedule with key milestones.
- Complete summary of methods and procedures used to achieve goals.
- Sources for research in support of program objectives are cited.
- Objectives are specific and measurable. Outcomes clearly match objectives.

III. Collaboration and Leveraging - 5 Points Maximum

- Collaboration and partnership between partner groups is evident.
- Letters of commitment are attached.
- A clear partnership of two, or more (not counting sub-grantees) of the following groups is evident: community-based organizations, academia, government, researchers or institutions, business entities, health professionals, school district representatives, California Native American Tribes, faith-based organizations (This is list not exhaustive, and partners may include other entities not listed).
- In-kind services or additional funding sources are being leveraged or utilized in the project, and are described in the application.

IV. Administrative and Technical Alignment - 20 Points Maximum

a. For Educational Projects:

- Scope of work is included with tasks and milestones explained and defined with cost by task.
- Project outcomes are defined and achievable for the project type.
- Attachment A – CEQA documentation

b. For Technical Projects:

- Scope of work is included with tasks and milestones explained and defined with cost by task; and Attachment B – Technical work plan.
- Project outcomes are defined and achievable for the project type.
- Attachment A – CEQA documentation.

V. Community Engagement – 4 Points Maximum

Public event(s) and targeted stakeholder meetings to discuss project proposal with community members prior to application submission, or proposal provides for these opportunities during project to inform it. Public event(s) hosted/planned at accessible time(s) and location(s). Event notices were/will be provided in medium (web, telephone, in-person, etc.) and language appropriate to audience. Extent to which priority populations* were/will be targeted for outreach and engagement.

VI. Workforce Development– 3 Points Maximum

- Does your project provide high-quality (e.g., local living wages, health insurance, paid leave) job(s) to priority populations*?
- Does your project provide paid internship to high school or learning institution students in priority populations*?
- Does your project provide job training to priority populations* that is part of a program with an established placement record or provides capacity building that leads to industry-recognized credentials?

VII. Budget and Reporting - 10 Points Maximum

- Does your project include a specific amount of funding requested?
- Project budget utilizes the following categories (as applicable) with brief narrative: Technology, Equipment, Supplies, Materials, Services, Travel, Consultant Costs, Meeting Facilitation, Transportation, Other.
- Budget narrative is included with costs associated by tasks and aligns with the Scope of Work.
- Budget is accurate and funding level appears reasonable to meet all project objectives.
- Other funding sources, including partner funding/in-kind services are noted (letters of support / commitment included if appropriate) if applicable.
- Budget is transparent; reporting measures and documentation procedures described throughout project life.

VIII. Performance Evaluation - 5 Points Maximum

- Mechanisms for qualitative and quantitative assessment of the project are clear.
- Goals and tasks are clearly measurable and well-defined.
- Expected outcomes and results clearly defined and reportable.
- Performance measures listed.

IX. Project Timeline- 5 Points Maximum

- Detailed timeline with milestones for the grant period is included.
- Project plans are realistic and feasible given the timeline.
- Responsible groups/persons are listed along with each activity and task.
- Overview of anticipated obstacles to success and strategies for overcoming them are included (if they exist).

X. Programmatic Alignment - 28 Points Maximum

- Describe how the proposed project leads toward identifying, evaluating, and/or reducing exposure to, or facilitating the emission reductions of, air toxics, criteria air pollutants, and/or greenhouse gases emissions from stationary and/or, mobile, or area sources in California communities.
- Describe how the proposed project aligns with CARB's AB 617 implementation goals as described in the CARB Community Air Protection Blueprint (Blueprint**) by demonstrated consistency with CARB or air district program priorities articulated in the Blueprint and/or applicable State Implementation Plan(s).
- Describe how the proposed project aligns with, takes into consideration, or complements existing Air Grant projects.
- Is the proposed project located in a selected AB 617 community with no previous Air Grant project solely serving that community?
- Extent to which the proposed project substantially advances innovative policies to achieve program goals.
- Extent to which the applicant has demonstrated history of successful work with CARB and/or air districts, and/or with affected communities.

**Priority Population refers to individuals living in a census tract identified as a disadvantaged community or low-income community or households:*
<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

*** CARB Community Air Protection Blueprint:*

<https://ww2.arb.ca.gov/index.php/our-work/programs/community-air-protection-program/community-air-protection-blueprint>

Exhibit B:
Scoring Table
(Draft only coversheets)

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CALIFORNIA AIR RESOURCES BOARD (CARB)
COMMUNITY AIR GRANTS
CRITERIA SCORING TABLE

Criteria Scoring Table:

A maximum of 100 points is possible, from 10 categories. Applications will be evaluated and given a score for each Category in the Criteria Scoring Table, based upon the possible points from that Criteria Description. All Category points will then be combined for a total score.

CRITERIA SCORING TABLE		
CRITERIA CATEGORY	CRITERIA DESCRIPTION	POINTS
I. Applicant Background	<p>Applicant Background includes:</p> <ul style="list-style-type: none"> ● History of applicant in community. (5 pts) <ul style="list-style-type: none"> ○ Proof of the applicant's IRS designation as a 501 (c) 3; or documentation as a California Native American Tribe pursuant to Governor's Executive Order B-10-11; or documentation of faith-based organization; and list of organization's board of directors, and/or an organizational chart. ● Community description and narrative on air/environmental issues. (3 pts) <ul style="list-style-type: none"> ○ Support for applicant's project in the community (evidenced by letters of support or commitment). ○ Applicant's connection to the community. ● Concrete examples of applicant representing or advocating in and for their community. (2 pts) <p><i>+ For projects proposed jointly by a California organization holding a tax-exempt status under Section 501(c)(3) of the Internal Revenue Code (the applicant), in partnership with a California community-based organization without Section 501(c)(3) status (the sub-grantee), provide this information regarding the sub-grantee. You may additionally provide this information regarding the applicant, if applicable.</i></p>	0-10 points
II. Project Description	<p>Project Description includes:</p> <ul style="list-style-type: none"> ● Project location(s) and discussion of benefits to priority populations*. Examples of potential benefits include providing jobs or job training to residents of low-income households, or identifying, evaluating air pollution in disadvantaged or low-income communities. (2 pts) ● Discussion of how project meets community need. (1 pt) 	0-10 points

	<ul style="list-style-type: none"> ● Clearly defined outcomes and expectations of project including a schedule with key milestones. (2 pts) ● Complete summary of methods and procedures used to achieve goals. (2 pts) ● Sources for research in support of program objectives are cited. (1 pt) ● Objectives are specific and measurable. (1 pt) ● Outcomes clearly match objectives. (1 pt) 	
<p>III. Collaboration and Leveraging</p>	<ul style="list-style-type: none"> ● Collaboration and partnership between partner groups is evident. (1 pt) ● Letters of commitment are attached. (1 pt) ● A clear partnership of two, or more (not counting sub-grantees) of the following groups is evident: community-based organizations, academia, government, researchers or institutions, business entities, health professionals, school district representatives, California Native American Tribes, faith-based organizations (This list is not exhaustive, and partners may include other entities not listed). (2 pts) ● In-kind services or additional funding sources are being leveraged or utilized in the project, and are described in the application. (1 pt) 	<p>0-5 points</p>
<p>IV. Administrative and Technical Alignment</p>	<p>For Educational Projects:</p> <ul style="list-style-type: none"> ● Scope of work is included with tasks and milestones explained and defined, with cost by task. (15 pts) ● Project outcomes are defined and achievable for the project type. (3 pts) ● Attachment A – CEQA documentation level of completeness. (2 pts) <p>For Technical Projects:</p> <ul style="list-style-type: none"> ● Scope of work is included with tasks and milestones explained and defined, with cost by task; and Attachment B – Technical work plan inclusion and level of completeness (15 pts) ● Project outcomes are defined and achievable for the project type. (3 pts) ● Attachment A – CEQA documentation level of completeness. (2 pts) 	<p>0-20 points</p>
<p>V. Community Engagement</p>	<ul style="list-style-type: none"> ● Applicant held public event(s) and targeted stakeholder meetings to discuss project proposal with community members <i>prior to</i> application submission, or applicant proposes these opportunities <i>during project</i> to inform it. Public event(s) hosted/planned at accessible time(s) and location(s). Event notices were/will be provided in medium (web, telephone, in-person, etc.) and language appropriate to audience. Priority populations* were/will be targeted for outreach and engagement. (4 pts) 	<p>0-4 points</p>

<p>VI. Workforce Development</p>	<ul style="list-style-type: none"> • Project provides high-quality (e.g., local living wages, health insurance, paid leave) job(s) to priority population.*(1 pt) • Project provides paid internship to high school or learning institution students in priority population.* (1 pt) • Project provides job training to priority population* that is part of a program with an established placement record or provides capacity building that leads to industry-recognized credentials. (1 pt) 	<p>0-3 points</p>
<p>VII. Budget and Reporting</p>	<ul style="list-style-type: none"> • Includes a specific amount of funding requested. (1 pt) • Project budget utilizes the following categories (as applicable) with brief narrative: Technology, Equipment, Supplies, Materials, Services, Travel, Consultant Costs, Meeting Facilitation, Transportation, Other. (2 pts) • Budget narrative is also included with costs associated by tasks and aligns with Scope of Work. (2 pts) • Budget is accurate and funding level appears reasonable to meet all project objectives. (2 pts) • Other funding sources, including partner funding/in-kind services are noted (letters of support/commitment included if appropriate) if applicable. (1 pt) • Budget is transparent; reporting measures and documentation procedures described throughout project life. (2 pts) 	<p>0-10 points</p>
<p>VIII. Performance Evaluation</p>	<ul style="list-style-type: none"> • Mechanisms for qualitative and quantitative assessment of the project are clear. (1 pts) • Goals and tasks are clearly measurable and well defined. (2 pts) • Expected outcomes and results clearly defined and reportable. (1 pts) • Performance measures listed. (1 pts) 	<p>0-5 points</p>
<p>IX. Project Timeline</p>	<ul style="list-style-type: none"> • Detailed timeline with milestones for the grant period is included. (2 pts) • Project plans are realistic and feasible given the timeline. (1 pt) • Responsible groups/persons are listed along with each activity and task. (1 pt) • Overview of anticipated obstacles to success and strategies for overcoming them are included. (1 pt) 	<p>0-5 points</p>

<p>X. Programmatic Alignment</p>	<ul style="list-style-type: none"> ● Proposed project leads toward identifying, evaluating, and/or reducing exposure to, or facilitating the emission reductions of, air toxics, criteria air pollutants, and/or greenhouse gases emissions from stationary and/or, mobile, or area sources in California communities. (7 pts) ● Proposed project aligns with CARB’s AB 617 implementation goals as described in the CARB Community Air Protection Blueprint (Blueprint) by demonstrated consistency with CARB or air district program priorities articulated in the Blueprint and/or applicable State Implementation Plan(s). (6 pts) ● Proposed project aligns with, takes into consideration, or complements existing Air Grant projects. (3 pts) ● Proposed project is located in a selected AB 617 community with no previous Air Grant project solely serving that community. (5 pts) ● Proposed project substantially advances innovative policies to achieve program goals. (3 pts) ● Applicant has demonstrated history of successful work with CARB and/or air districts, and/or with affected communities. (4 pts) 	<p>0-28 points</p>
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**Priority Population refers to individuals living in a census tract identified as a disadvantaged community or low-income community or households:*

<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

DRAFT

Exhibit C:
Draft Grant Agreement
(Draft only coversheets)

DRAFT

<p style="text-align: center;">California Air Resources Board (CARB) Community Air Grants DRAFT GRANT AGREEMENT</p>
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Grant Provisions:

This Grant Award provides funding for activities that assist the Grantee in their participation in the implementation of Assembly Bill 617 (AB 617) (C. Garcia, Chapter 136, Statutes of 2017).

The Grantee agrees to comply with the requirements and conditions contained herein, the 2018-2019 Community Air Grant Guidelines (Guidelines), as well as all commitments identified in the Grantee Application.

A. Grant Summary:

Project Title: _____

Total CARB Grant Amount: \$ _____

B. Grant Agreement Parties and Contact Information:

1. This Grant is from the California Air Resources Board (CARB or Board) to:
(Name of Grantee) _____

2. The CARB Project Liaison is: _____
Correspondence regarding this project shall be directed to:

Name: _____

Title: _____

Address: California Air Resources Board

1001 I Street

Sacramento, CA 95814

Phone: _____

Email: _____

3. *The Grantee Project Liaison is: _____.*
Correspondence regarding this project shall be directed to:

Name: _____
Title: _____
Address: _____

Phone: _____
Email: _____

C. Time Period:

1. Performance of work or other expenses billable to CARB under this Grant shall only commence after full execution of this Grant Agreement by the parties. Performance on this Grant ends once Grantee has submitted the Final Report or if this Grant is terminated, whichever is earlier.
2. The project must be completed no later than **XX**.
3. A draft Final Report must be received by CARB no later than 30 days after project completion or **XX**, whichever is earlier.
4. A Final Report must be received by CARB within 90 days after project completion or **XX**, whichever is earlier.
5. The CARB Executive Officer retains the authority to terminate or reduce the dollar amount of this Grant if after 18 months from execution of the Grant, 60 percent of project funding has not been expended by Grantee.
6. Grant Disbursement requests must be submitted by the Grantee to CARB no later than **XX** to ensure adequate time for processing prior to the end of the fiscal year.
7. Funds not liquidated by **XX** must be returned to CARB by **XX**.

D. Scope of Work, Timeline, and Project Budget:

This section defines the respective scope of work, duties, and requirements of CARB and Grantee in administering the Project.

1. CARB is responsible for the following:
 - i. Participating in regular meetings with Grantee to discuss project

- refinements, performance, and guide the implementation of the project.
 - ii. Review and approve Project outreach and education elements provided by Grantee, such as outreach and education materials, webpage, initial participant survey, reports, and final report.
 - iii. Review and approve all Grant Disbursement Request Forms and distribute funds to Grantee.
 - iv. Review and approve all Advance Payment requests and distribute funds to Grantee.
 - v. Provide project oversight (in conjunction with Grantee).
2. Grantee's responsibilities include, but are not limited to, project development, outreach and education and/or data collection, storage, transmittal requirements per CARBs Blueprint, as applicable, project implementation, and project reporting, as described in the attached Scope of Work, Timeline/Milestones, Budget, and this Grant Agreement. Additional details and requirements are outlined in the Grantee's Application, (Exhibit C).
- i. Scope of Work and Technical Work Plan (if applicable), Exhibit C.1
 - ii. Timeline/Milestones, Exhibit C.2
 - iii. Budget, Exhibit C.3
3. Grantee's key project personnel will participate in an initial meeting ("Kick-off meeting") with designated CARB staff after execution of the Grant agreement. The purpose of the initial meeting will be to discuss the overall plan, details of performing the tasks, the project schedule, and any issues that may need to be resolved. Grantee's key project personnel will also participate in meetings to discuss progress to be held at least quarterly beginning three months after the initial meeting. Additional meetings may be scheduled at the discretion of the CARB Project Liaison. Such meetings may be conducted by phone if deemed appropriate by the CARB Project Liaison.

E. Reporting:

1. Quarterly and Annual Reports:

After full grant execution, Grantee must submit three quarterly reports per project year to CARB beginning at the end of first calendar quarter of 2019 (November 15-March 31; April 1-June 30; July 1-September 30) and continue for these three quarters through the end of the grant term, or until all funds have been liquidated. The quarterly report covering November 15-March 31 is due April 15; the quarterly report covering April 1-June 30 is due July 15; and the quarterly report covering July 1-September 30 is due October 15. Grantee must also submit one annual report per project year to CARB beginning on December 1, 2019, covering January 1-November 14, and continue annually (every December 1) through the end of the grant term or until all funds have been liquidated.

Reports must be submitted electronically to CARB Community Air Grant Program at AirGrants@arb.ca.gov, and at a minimum, must include the items below, and use the Air Grants Reporting Template Form, provided by CARB:

- i. Report number, Project title, name of Grantee, date of submission, and grant number;
- ii. Overall percentage of work completed for reporting period.
- iii. Report costs associated with specific project tasks or activities. Examples of appropriate costs include but are not limited to the following: meeting facilitation and travel; hiring technical experts or consultants; conducting community needs assessments as it relates to AB 617; identifying sources of emissions in communities; identifying and siting locations for monitoring; deploying community based monitoring systems; data analysis; staff training; developing air quality communication programs; attending CARB/air district meetings or other AB 617 implementation meetings or efforts; meeting facilitation; community tours in support of AB 617 activities; hardware for community-run monitoring systems; hiring specialized staff; hiring technical experts or consultants; planning/design of systems or components of projects.
- iv. Report how grant is being utilized to meet the goals of Assembly Bill 617;
- v. Report how project meets criteria for providing direct, meaningful, and assured benefits, while also addressing a community need. For annual report due December 1, Grantee must also complete the California Climate Investment Program's evaluation form "Priority Population Benefit Criteria Table for Technical Assistance and Capacity Building" (CCI Form), dated February 2019 or any subsequent edition, located at:
<https://ww2.arb.ca.gov/resources/documents/cci-quantification-benefits-and-reporting-materials>
- vi. Summary of work completed and in progress since the last progress report;
- vii. Grant funds remaining and expended; and
- viii. Expenditure summary showing all Community Air Grant funds for which reimbursement was requested since last report.
- ix. Any challenges or barriers encountered in the implementation of the project.

2. Final Report:

Grantee must submit a Final Report to CARB by, or before, March 30, 2022 or upon request for disbursement of all remaining funds, whichever is earlier. At a minimum, the Final Report must include all required information contained in the annual and bi-annual reports, as well as an accounting summary of funds expended and a summary of how the goals of the program have been achieved.

F. Fiscal Administration:

1. Advance Payment:

Consistent with the Legislature's direction to expeditiously disburse grants, CARB in its sole discretion may provide advance payments of grant awards in a timely manner to support program initiation and implementation with a focus on mitigating the constraints of modest reserves and potential cash flow problems. Grantee acknowledges that CARB is in the process of promulgating additional Advance Payment regulations. Grantee agrees that this Agreement may be reopened and modified to comply with those regulations once finalized, as appropriate.

Recognizing that appropriate safeguards are needed to ensure grant monies are used responsibly, CARB has developed the grant conditions described below to establish control procedures for advance payments. CARB may provide advance payments to grantees of a grant program or project if CARB determines all of the following:

- i. The advance payments are necessary to meet the purposes of the grant project.
- ii. The use of the advance funds is adequately regulated by grant or budgetary controls.
- iii. The request for application or the request for proposals contains the terms and conditions under which an advance payment may be received consistent with this section.
- iv. The Grantee is either a small air district or the Grantee meets all of the following criteria:
 - a. Has no outstanding financial audit findings related to any of the moneys eligible for advance payment and is in good standing with the Franchise Tax Board and Internal Revenue Service.
 - b. Agrees to revert all unused moneys to CARB if they are not liquidated within the timeline specified in the grant agreement.
 - c. Submits a spending plan to CARB for review prior to receiving the advance payment.
 - d. The spending plan shall include project schedules, timelines, milestones, and the Grantee's fund balance for all state grant programs.
 - e. CARB shall consider the available fund balance when determining the amount of the advance payment.
 - f. Reports to CARB any material changes to the spending plan within 30 days.
 - g. Agrees to not provide advance payment to any other entity.
- v. In the event of the nonperformance of the Grantee, CARB shall require the full recovery of the unspent moneys. A Grantee shall

- provide a money transfer confirmation within 45 days upon the receipt of a notice from CARB.
- vi. The Grantee must complete and submit to CARB for review and approval, an Advance Payment Request Form, along with each grant disbursement that is requesting advance payment. The Advance Payment Request Form shall be provided by CARB to the Grantee after the grant execution.
 - vii. CARB may provide an advance of the direct project costs of the grant, if the program has moderate reserves and potential cash flow issues. Advance payments will not exceed the Grantee's interim cash needs.
 - viii. The grantee assumes legal and financial risk of the advance payment.
 - ix. Grantee shall place funds advanced under this section in an interest-bearing account. Grantee shall track interest accrued on the advance payment. Interest earned on the advance payment shall only be used for eligible grant-related expenses as outlined in the Grant Provisions, Exhibit A or will be returned to CARB.
 - x. Grantee shall report to CARB the value of any unused balance of the advance payment and interest earned and submit quarterly fiscal accounting reports consistent with Section __ Reporting of this grant agreement (also see Section ___ of this grant agreement).
 - xi. Grantee shall remit to CARB any unused portion of the advance payment and interest earned within 90 days following the end date of this Grant Agreement term on _____ or the reversion date of the appropriation.

2. Advance Payment Requests:

- i. CARB will advance payment from the total Grant award after the Grantee submits the following to CARB:
 - a. A fully executed Grant Agreement; and
 - b. Advance Payment Request Form (Provided by CARB).
 - c. The Grantee must mail completed Advance Payment Request Form(s) to the CARB Community Air Grant Program Project Liaison.
 - d. Advance grant payments are subject to CARB's approval of the Advance Payment Request Form.
- ii. Along with Advance Payment Request Form, Grantee must also mail Grant Disbursement Request Form to the CARB Project Liaison with original signature. Grantee may also email Grant Disbursement Requests to the Air Grants Program to assist timely review, but final approval requires CARB receipt and approval of mailed documentation with original signature.
- iii. Quarterly and Annual reports must substantiate Grant costs incurred as discussed in Reporting Section E for which Advance Pay was utilized, and may include, but is not limited to: receipts, invoices, timesheets.

3. Grant Disbursements:

- i. CARB will release any disbursements from the total Grant award after the Grantee submits the following to CARB:
 - a. A fully executed Grant Agreement; and
 - b. Grant Disbursement Request Form(s) (Provided by CARB). The Grantee must include disbursement justification that documents expenditures or planned near-term expenditures, as discussed in Reporting Section E, for which disbursement was utilized.
 - c. The Grantee must mail completed Grant Disbursement Request Form(s) to the CARB Community Air Grant Program Project Liaison.
 - d. Grant payments are subject to CARB's approval of the Grant Disbursement Request Form.
- ii. No reimbursement will be made for expenses that, in the judgment of CARB are not consistent with the Grant Agreement, do not comply with the Grant Agreement, or have occurred prior to the execution of this Grant Agreement.
- iii. The maximum amount of this Grant is **\$(grant amount)**_____. Under no circumstance will CARB advance or reimburse the Grantee for more than this amount.
- iv. The Budget for this grant is shown in **Exhibit C.3**.
- v. Grant payments shall be made only for reasonable costs incurred by Grantee and must be consistent with the scope of work and budget submitted in response to the solicitation Guidelines.
- vi. Requests for payments are subject to CARB's approval of the Grant Disbursement Request Form.
- vii. Grant Disbursement Request Forms must have verifiable supporting documentation of expenses incurred as approved by CARB. Supporting documentation must be attached to the Grant Disbursement Request Form. The Grantee must include disbursement justification that documents expenditures, as discussed in Reporting, Section E, for which disbursement was utilized and may include, but is not limited to: receipts, invoices, timesheets.
- viii. Grantee must mail Grant Disbursement Request Form to the CARB Project Liaison with original signature. Grantee may also email Grant Disbursement Requests to the Air Grants Program to assist timely review, but final approval requires CARB receipt and approval of mailed documentation with original signature.
- ix. Suspension of Payments and Early Grant Termination:
 - a. CARB reserves the right to issue a Grant Suspension Order in the event that a dispute should arise. If issued, a Grant Suspension

Order will be in effect until the dispute has been resolved or the Grant has been terminated.

- b. If Grantee chooses to continue work on the project after a Grant Suspension Order, Grantee will not be reimbursed for any expenditure incurred during the suspension if CARB terminates the Grant.
- c. If CARB rescinds the Grant Suspension Order and does not terminate the Grant, CARB will reimburse Grantee for any expenses incurred during the suspension that are reimbursable in accordance with the terms of the Grant.
- d. CARB reserves the right to terminate this Grant upon 30 days written notice to Grantee. Upon grant termination, all remaining funds must be immediately returned to CARB.

4. Eligible Costs:

Administrative and project costs will be reimbursable with Community Air Grant funds.

- i. Administrative funds used for this project may not exceed twenty (20) percent of the awarded Air Grant funds. Administrative funds include, but are not limited to: operating costs (including rent, supplies, and equipment), indirect costs (distributed and general administrative services, office space, rent, and telephone services), overhead, records retention, , printing and mailing services not associated with staff working on the project, or any other costs that are not directly and fully incurred to support the grant.
- ii. Project costs will be fully reimbursable with Air Grant funds. Project costs are defined as costs directly tied to the implementation of the grant, consistent with the scope of work and budget submitted in response to the solicitation Guidelines. This includes: all components of project implementation, personnel costs and fringe benefits, travel expenses and per diem rates set at the rate specified by California Department of Human Resources (CalHR), outreach and education, supplies, research and data analysis, program evaluation, required reporting, external consultants (if pre-approved by CARB), third-party contracts for direct support, information technology related to project implementation, costs associated with equipment and infrastructure that is used directly for the purposes of the project, air monitoring equipment and technology, data collection and analyses costs, hardware/software costs to support monitoring systems. This includes the direct maintenance of these components, if required by the project.
- iii. Travel reimbursements must adhere to the State rates and conditions established on the CalHR website (for hotel and meal rates, see: www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx).

G. Earned Interest:

“Earned interest” means any interest generated from grant funds provided to the Grantee and held in an interest-bearing account. The Grantee shall reinvest all earned interest on Community Air Grant funds into the project for which the grant was awarded.

1. The Grantee must maintain accounting records (e.g. general ledger) that tracks interest earned and expended on program, as follows:
 - i. The calculation of interest must be based on an average daily balance or some other reasonable and demonstrable method;
 - ii. The methodology for tracking earned interest must ensure that it is separately identifiable from interest earned program funds;
 - iii. The methodology for calculating earned interest must be consistent with how it is calculated for the Grantee’s other fiscal programs; and
2. Such funds must be fully liquidated or returned to CARB by completion of the program or by March 30, 2022, whichever comes first. Grantee shall report all such funds to CARB annually until complete liquidation or return of funds or March 30, 2022, whichever comes first.
3. Documentation of expenditures made on those funds or returned to CARB must be retained for a minimum of three years after it is generated.

H. General Terms and Conditions:

1. **Amendment:** No amendment or variation of the terms of this Grant Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or agreement not incorporated in the Grant Agreement is binding on any of the parties.
2. **Assignment:** This Grant Agreement is not assignable by the Grantee, either in whole or in part, without the consent of CARB.
3. **Audit:** Grantee agrees that CARB, the Department of General Services, Department of Finance, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant and all State funds received. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after the term of this Grant is completed, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include similar right of the State to audit records and interview staff in any Grant related to performance of this Agreement.

4. **Availability of funds:** CARB's obligations under this Grant Agreement are contingent upon the availability of funds. In the event funds are not available, the State shall have no liability to pay any funds whatsoever to the Grantee or to furnish any other considerations under this Grant Agreement.
5. **California Environmental Quality Act:** The Grantee shall not install or site monitoring equipment in a location that will result in impacts to scenic highways, historic resources, or other sensitive natural environments, or on a site listed pursuant to Government Code 65962.5, or that will have a cumulative effect to the environment.
6. **Land Entitlements:** If the project requires access to property, and a party other than the Grantee owns that property, the Grantee is responsible for and assumes risk for obtaining access for the property and any required leases, easements, encroachment permits, or local permits for the project.
7. **Compliance with law, regulations, etc.:** The Grantee agrees that it will, at all times, comply with and require its contractors and subcontractors to comply with all applicable federal and State laws, rules, guidelines, regulations, and requirements.
8. **Computer software and licenses:** The Grantee certifies that it has appropriate systems and controls in place to ensure that State funds will not be used in the performance of this Grant Agreement for the acquisition, operation or maintenance of computer software in violation of copyright laws.
9. **Confidentiality:** No record which has been designated as confidential by CARB shall be disclosed by the Grantee. If CARB opts to maintain the confidentiality of a document, and the entity requesting the records seeks a judicial ruling challenging that determination, CARB will defend the action at its own expense, including any requirement to pay attorney fees and court costs.
10. **Conflict of interest:** The Grantee certifies that it is in compliance with applicable State and/or federal conflict of interest laws.
11. **Data collection and methods (only applicable to Grants with a monitoring component):**
 - i. Any air monitoring data collection methods, analytical methods, results or, reporting mechanisms obtained through Community Air Grant funding shall not be proprietary in nature, and shall serve the communities from where they were obtained, and/or other communities air basin-wide and/or statewide. These data shall be made publically available, and shall be available to CARB upon request.
 - ii. Projects that propose a community air monitoring component must adhere to the guidance as outlined in Appendix E of CARB's Blueprint document.
 - iii. Air Grantees are encouraged to leverage CARB's Community Air Quality Viewer (AQ-View). AQ-View is currently being developed as the statewide air quality data portal for the network of communities supported by California Assembly Bill 617 (AB 617). Regulatory monitoring data will also be available through AQ-View to provide the public a comprehensive view of statewide air quality monitoring. AQ-View can provide a means for Air Grantees to publically display continuous air quality monitoring data in real-time as an overlay on a state map layer and also provide the

ability to display graphs of historical data as time-series plots. The system will also allow Air Grantees to persist their air quality data in a CARB-supported database. This will enable Air Grantees the ability to visualize and share data without the need to use grant funds on the development of their own data visualization and data storage solutions.

CARB currently maintains the companion web-based portal named the Air Quality and Meteorological Information System (AQMIS). AQMIS primarily hosts data from regulatory sites belonging to the various state air quality management districts. The intent of AQ-View is to expand the domain of data providers to include community-based air quality monitoring by supporting programs of data collection, sharing and visualization for the community level as well as the district level.

If a grantee wishes to provide data to CARB's AQ-View web portal, CARB will provide guidance including: procedures for creation of an AQ-View account and registration of air quality monitoring sites and associated monitors, information on the required device communication protocols, access to AQ-View's Application Programming Interface (API), and information on the required data exchange formats that AQ-View uses to ingest the real-time data.

The use of a common data portal (AQ-View) will help promote participation and cohesiveness among the various communities by providing unified data visualization experience for air quality data across the State. Grantee participation with AQ-View will enable the Air Grantee communities to use their grant funding more effectively, and will also enhance CARB's ability to provide a meaningful, high quality data portal to the public.

12. **Disputes:** Notwithstanding paragraph F(3)(ix) of this Grant Agreement, the Grantee shall continue with the responsibilities under this Grant Agreement during any dispute with CARB. Grantee staff or management may work in good faith with CARB staff or management to resolve any disagreements or conflicts arising from implementation of this Grant Agreement. However, any disagreements that cannot be resolved at the management level within 30 days of when the issue is first raised with CARB staff shall be subject to resolution by the CARB Executive Officer, or his designated representative. Nothing contained in this paragraph is intended to limit any of the rights or remedies that the parties may have under law.
13. **Environmental Justice:** In the performance of this Grant Agreement, the Grantee shall conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including people of color, indigenous, and low-income populations of the State.
14. **Fiscal management systems and accounting standards:** The Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of State law or this Grant Agreement.

15. **Force majeure:** Neither CARB nor the Grantee shall be liable for or deemed to be in default for any delay or failure in performance under this Grant Agreement or interruption of services resulting, directly or indirectly, from acts of God, enemy or hostile governmental action, civil commotion, strikes, lockouts, labor disputes, fire or other casualty, etc.
16. **Governing law and venue:** This grant is governed by and shall be interpreted in accordance with the laws of the State of California. CARB and the Grantee hereby agree that any action arising out of this Grant Agreement shall be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the Eastern District of California. The Grantee hereby waives any existing sovereign immunity for the purposes of this Grant Agreement.
17. **Grantee's responsibility for work:** The Grantee shall be responsible for work and for persons or entities engaged in work under this Grant Agreement, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Grantee shall be responsible for any and all disputes arising out of its contracts for work funded by this Grant Agreement, including but not limited to payment disputes with contractors, subcontractors, and providers of services. The State will not mediate disputes between the Grantee and any other entity concerning responsibility for performance of work.
18. **Indemnification:** The Grantee agrees to indemnify, defend and hold harmless the State and the Board and its officers, employees, agents, representatives, and successors-in-interest against any and all liability, loss, and expense, including reasonable attorneys' fees, from any and all claims for injury or damages arising out of the performance by the Grantee, and out of the operation of equipment that is purchased with funds from this Grant.
19. **Independent contractor:** The Grantee, and its agents and employees, if any, in the performance of this Grant Agreement, shall act in an independent capacity and not as officers, employees or agents of CARB.
20. **Nondiscrimination:** During the performance of this Grant Agreement, the Grantee and its contractors shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of sex, race, religious creed, color, national origin, ancestry, physical disability, mental disability, sexual orientation, medical condition, (including HIV and AIDS) marital status, age (over 40) or allow denial of family-care leave, medical-care leave, or pregnancy-disability leave. The Grantee and its contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. The Grantee and its contractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code section 12990 (a)-(f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, title 2, section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a)-(f), set forth in Chapter 5 of Division 4 of title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Grantee and its contractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

21. **No third party rights:** The parties to this Grant Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Grant Agreement, or of any duty, covenant, obligation or undertaking established herein.
22. **Ownership:** All information, data, documents, intellectual property, including, but not limited to, webpages received or generated by the Grantee under this Grant is the property of CARB. No information, data, documents, intellectual property received or generated under this Grant may be released without CARB's approval.
23. **Personally Identifiable Information (PII):** Information or data, including, but not limited to, records that personally identify an individual or individuals are confidential in accordance with California Civil Code sections 1798, et seq. and other relevant State or Federal statutes and regulations. The Grantee must safeguard all such information or data which comes into their possession under this agreement in perpetuity, and must not release or publish any such information, data, or financing assistance records.
24. **Prevailing wages and labor compliance:** If applicable, the Grantee agrees to be bound by all the provisions of State Labor Code Section 1771 regarding prevailing wages. If applicable, the Grantee shall monitor all agreements subject to reimbursement from this Grant Agreement to ensure that the prevailing wage provisions of State Labor Code Section 1771 are being met.
25. **Professionals:** For programs involving installation or construction services, the Grantee agrees that only licensed professionals will be used to perform services under this Grant Agreement where such services are called for and licensed professionals are required for those services under State law.
26. **Promotion:** CARB may use any photographs, media, or information gathered or reported from or by the Grantee (except PII described in above), under the Community Air Grants program, in order to promote this program, through CARB's website or other media.
27. **Severability:** If a court of competent jurisdiction holds any provision of this Grant Agreement to be illegal, unenforceable or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of those provisions, will not be affected.
28. **Term:** This Grant Award shall be effective upon full execution of this Grant Agreement and shall continue in full force and effect until all conditions of the Grant Agreement have been met.
29. **Termination:** CARB may terminate this Grant Agreement by written notice at any time prior to completion this Grant Award, upon violation by the Grantee of any material provision after such violation has been called to the attention of the Grantee and after failure of the Grantee to bring itself into compliance with the provisions of this Grant Agreement.
30. **Timeliness:** Time is of the essence in this Grant Agreement. The Grantee shall complete the expenditure of funds to implement the terms of this Grant Agreement and participate in AB 617 in an expeditious manner.
31. **Waiver of Rights:** Any waiver of rights with respect to a default or other matter arising under the Grant Agreement at any time by either party shall not be considered a waiver of rights with respect to any other default or matter. Any rights

and remedies of the State provided for in this Grant Agreement are in addition to any other rights and remedies provided by law.

I. Insurance Requirements:

Grantee must comply with all requirements outlined in this Grant Agreement and the Insurance Requirements outlined in this section. No payments will be made under this grant until Grantee fully complies with all insurance requirements.

1. Grant Insurance Requirements – Grantee shall display evidence of the following on a certificate of insurance evidencing the following coverages:
 - i. Commercial General Liability – Grantee shall maintain general liability on an occurrence form with limits not less than \$1,000,000 per occurrence for bodily injury and property damage liability combined with a \$2,000,000 annual policy aggregate. The policy shall include coverage for liabilities arising out of premises, operations, independent Grantees, products, completed operations, personal and advertising injury, and liability assumed under an insured contract or grant. The policy must name the State of California, its officers, agents, and employees as additional insured, but only with respect to work performed under the grant.
 - ii. Automobile Liability – Grantee shall maintain business automobile liability insurance as broad as Form CA0001 for limits not less than \$1,000,000 combined single limit. Such insurance shall cover liability arising out of owned, hired and non-owned vehicles. The policy must name the State of California, its officers, agents, and employees as additional insured.
 - iii. Workers Compensation and Employers Liability – Grantee shall maintain statutory worker’s compensation and employer’s liability coverage for all its employees who will be engaged in the performance of the Grant. In addition, employer’s liability limits of \$1,000,000 are required. If applicable, contractor shall provide coverage for all its employees for any injuries or claims under the U.S. Longshoremen’s and Harbor Workers’ Compensation Act, the Jones Act or under laws, regulations, or statutes applicable to maritime employees. By signing this Grant Agreement, Grantee acknowledges compliance with these regulations. A Waiver of Subrogation or Right to Recover endorsement in favor of the State of California must be attached to certificate.

2. General Provisions Applying to All Policies:
 - i. Coverage Term – Coverage needs to be in force for the complete term of the Grant. If insurance expires during the term of the grant or is terminated for any reason, a new certificate must be received by the State at least ten (10) days prior to the expiration or termination of this insurance. Any new insurance must comply with the original or

- prevailing Grant terms should this Grant Agreement be amended or modified for any reason.
- ii. Policy Cancellation or Termination & Notice of Non-Renewal – Grantee is responsible to notify the State within five (5) business days of any cancellation, non-renewal or material change that affects required insurance coverage. New certificates of insurance are subject to the approval of the Department of General Services and Grantee agrees no work or services will be performed prior to obtaining such approval. In the event Grantee fails to keep in effect at all times the specified insurance coverage, the State may, in addition to any other remedies it may have, terminate this Grant upon the occurrence of such event, subject to the provisions of this Grant.
 - iii. Premiums, Assessments and Deductibles – Grantee is responsible for any premiums, policy assessments, deductibles or self-insured retentions contained within its insurance program.
 - iv. Primary Clause – Any required insurance contained in this Grant shall be primary, and not excess or contributory, to any other insurance carried by the State.
 - v. Insurance Carrier Required Rating – All insurance companies satisfying the insurance requirements of this Grant Agreement must carry an AM Best rating of at least “A–” with a financial category rating of no lower than VI. If Grantee is self-insured for a portion or all of its insurance, review of financial information including a letter of credit may be required.
 - vi. Endorsements – Any required endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.
 - vii. Inadequate Insurance – Inadequate insurance coverage that does not comply with the terms of this Grant Agreement or lack of insurance does not negate Grantee’s obligations under the Grant.
 - viii. Satisfying an SIR — All insurance required by this Grant Agreement must allow the State to pay and/or act as the Grantee’s/ subcontractors agent in satisfying any self-insured retention (SIR). The choice to pay and/or act as the Grantee’s/ subcontractors agent in satisfying any SIR is at the State’s discretion.
 - ix. Available Coverages/Limits — All coverage and limits available to the Grantee / subcontractor shall also be available and applicable to the State.
 - x. Use of Contractor — In the case of Grantee’s utilization of Contractor to complete the Grant Scope of Work, Grantee shall include all Contractors as insured’s under Grantee’s insurance or supply evidence of Contractor insurance to the State equal to policies, coverages, and limits required of Grantee.

J. Project Records:

1. Project records include, but are not limited to, Grantee and financial records. All project records must be retained for a period of three (3) years after final payment under this Grant. All project records are subject to audit pursuant to this Grant Agreement. Upon completion of the third year of record retention, Grantee must deliver all project records to CARB.
2. Grantee Record—Grantee shall retain a file containing:
 - i. Original executed copy of the Grant Agreement and Grant Agreement Amendments, if applicable.
 - ii. Copies of Grant Disbursement Request Forms and supporting documentation that have been submitted.
3. Financial Records—Grantee must:
 - i. Maintain project accounts in accordance with generally accepted accounting principles.
 - ii. Establish an official project file, which shall adequately document all significant actions relative to the project.
 - iii. Establish an accounting system, which will adequately depict detailed and final total fund expenditures of project, including both direct and indirect costs.
 - iv. Document interest earned on project grant funds, and their expenditure or return to CARB.
 - v. Documentation of Grantee fund expenditures:
 - a. All fund expenditures must be documented.
 - b. Personnel costs documentation must make use of timesheets or other labor tracking software. Duty statements or other documentation may also be used to verify the number of staff and actual hours or percent of time staff devoted to project administration and outreach.
 - c. Fees for external consultants must be documented with copies of the consultant contract and invoices. All external consultants and fees must be pre-approved by CARB.
 - d. Printing, mailing, records retention, and travel expenses must be documented with receipts and/or invoices.
 - e. Indirect costs methodology must be documented.

K. California Climate Investments Logo:

1. All outreach and education materials, such as fact sheets, infographics, multimedia tools such as videos, and websites must display the California Climate Investments logo. The California Climate Investments logo and name serves to bring under a single brand the many investments whose funding comes from the Greenhouse Gas Reduction Fund. The logo represents a consolidated and coordinated initiative by the State to address climate change by reducing greenhouse gases, while also investing in disadvantaged communities and achieving many other co-benefits. The Grantee agrees to acknowledge the California Climate Investments program as a funding source from CARB's

Community Air Grants program whenever projects funded, in whole or in part by this Grant Agreement, are publicized in any news media, websites, brochures, publications, audiovisuals, or other types of promotional material. The acknowledgement must read as follows: ‘This publication (or project) was supported by the “California Climate Investments” (CCI) program. Guidance on California Climate Investments logo usage, signage guidelines, and high-resolution files are contained in a style guide available at: www.caclimateinvestments.ca.gov/logo-graphics-request



Attachment A

(Draft only coversheets)

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FY 2018-19 Community Air Grants Attachment A **California Environmental Quality Act (CEQA) documentation** **for both Educational and Technical type projects:**

CARB believes that projects funded under this program are likely to be exempt from CEQA. To confirm that, and to ensure that all CEQA requirements are met as needed, CARB needs some specific information on the proposed project.

First, please confirm whether the proposed project includes construction, air monitoring, or installation of equipment at all, OR if it is purely educational or outreach based. Please inform CARB of this in writing as part of your response to this Attachment. No further CEQA process is necessary after you have provided notification that the proposed project is purely educational or outreach based.

However, if your project involves some construction, air monitoring, and/or equipment installation, please supply the following information in your application:

- Please provide a detailed description of all the infrastructure or equipment you intend to build or install and where that equipment will be placed. If the final location is not yet known, identify all possible locations or the general type of locations at which installations could occur. Please provide as much detail as possible, such as city, street address, and the specific location in or on a particular property, etc. As you prepare this information:
 - Please provide a detailed description of the equipment to be used, if any, and how the equipment will be installed.
 - Please specify if any ground disturbance will occur, and, if so, please describe the extent of the disturbance.
 - Please describe whether the project site already has buildings on it, or other forms of human-built disturbance (e.g., is it pristine or not)?
 - Please provide a description of the size and extent of any other required construction, such as trenching, electrical installation or wiring, infrastructure installation, paving, or grading.
- Confirm whether there are any plans or permits required for the project, such as an air quality permit, conditional use permit, encroachment permit, building expansion permit, etc., and list those required permits.

Below is a fill-in the blanks template for a sample response to the list of information requested above that can be used (*NOTE: Please ensure you have also reviewed the list of needed information above, and ensure you've included all needed information in your response*):

[Your Group's Name] will use community air grants to **[Describe the general nature of the project]**. The project will place **[describe equipment]** at **[list locations or type of locations]**. The construction work will involve **[describe construction activities, including ground disturbance, if any, that will occur]**. The construction locations are **[describe the degree of existing disturbance/use at those locations – e.g., are they pristine or already disturbed/in use]**. After construction, the sites will be **[describe any change to sites –e.g., largely unchanged except for adding monitoring equipment, etc.]** The following permits will be required/obtained **[describe permits and any other environmental conditions that will apply]**.

As a further reference, below is a sample completed response to the list of information requested above that would assist CARB in analyzing a proposed project under CEQA:

Committee for Clean Air (CCA) will use community air grants to maintain and further expand a particulate matter monitoring program (WRV Air Monitoring Network), in the Western Redrock Valley. CCA will calibrate, select site location, and deploy 15 Dylos C1700 monitors,(approximately 125 x 90 x 185 mm. and weighing around 16 oz.), or similar hardware, pursuant to a technical work plan, at various locations along Redrock Alley, Redrock Square, and at various locations at Redrock Elementary School located at 1001 Redrock Lane. After deployment of monitors, CCA will process, analyze and disseminate data from the monitors. Monitors will be installed on land that is previously disturbed at existing buildings such as residences, schools, or public or private facilities. CCA may be required to obtain encroachment permits where monitors and sensors will be co-located for collaboration and calibration. Monitor data will be relayed, wirelessly through cellular technology, to an existing on-line data visualization network for public viewing presented on the WRV Air Monitoring Network and also submitted to CARB.

The Dylos monitors (or similar hardware) are small devices installed or mounted on walls, panels or poles. Installation of the devices does not involve any construction, trenching or ground disturbing activities. Monitors will be installed at existing buildings such as residences, schools, or public or private facilities. The proposed deployment does not expand the existing use of or modify the structures in any way. Where there is no position that meets EPA and CARB siting guidelines, the installation will require a 5-foot aluminum pole to be placed in an appropriate location. Installation of this aluminum pole requires a minimal addition of four screws to the hosting site, which would attach either to an existing structure or pavement.

Attachment B

(Draft only coversheets)

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FY 2018-19 Community Air Grants Attachment B

Technical Work Plans

In addition to the Scope of Work, applicants that propose a Technical Project will be required to submit a technical work plan. Applicants must follow one of the examples below, depending on their project. Please complete either option I or option II.

I. Work plan for Technical type projects proposing a community-led air-monitoring component:

Applicants proposing an Air Grant project with a community-led air monitoring component¹ will be required to prepare an initial air monitoring technical work plan to provide information on how the proposed project will address community air pollution concerns. The work plan must be submitted as part of the application, and will consist of a modified version of the first five elements of Appendix E of CARB's Community Air Protection Blueprint Guidance* (outlined below). Awarded projects will be required to complete the additional nine elements (14 in total) prior to the implementation of any community-led monitoring.

The work plan shall address the first Five Elements for Air Grant projects:

- 1) Community support and participation
 - a. Details partnerships, support, and level of community involvement in proposed monitoring project.
 - b. Identifies project contact person to address questions on the monitoring plan.
- 2) State the community-specific purpose for monitoring
 - a. Identifies the community-specific air monitoring need(s).
 - b. Provides background information on how the need was discovered.
 - c. Documents, to the extent possible, relevant to the information from previous, ongoing, and proposed air monitoring (regulatory, research, or other) and identifies gaps that this community-led air monitoring proposes to address.
 - d. Explores alternative approaches to investigating and addressing the air quality monitoring need(s).
- 3) Identify the scope of actions
 - a. Defines actions that the air monitoring aims to support.

¹ This includes any type of proposed air monitoring or sensing project, including those projects using low-cost or handheld sensors for educational components of their project in a school or community setting. Developing a plan will help define the overall objectives and process of your project as it relates to any data collection, analysis, and results communication; and can enhance the educational value by enforcing the scientific method. The five elements should be tailored to your specific educational goals and should support curriculum development.

- 4) Define air monitoring objectives
 - a. States objectives the air monitoring objective(s) that will address the stated community-specific purpose for monitoring.
 - b. Outlines pollutants, preliminary methods, technologies, and/or instrumentation, and air monitoring areas and frequency.
 - c. Specifies the community air monitoring draft design:
 - i. Types of data needed.
 - ii. Measurements to be made.
 - iii. Duration of monitoring.
 - d. Defines other information necessary to address objective(s) such as:
 - i. Supporting measurements (e.g. meteorology)
 - ii. Data sources to be accessed and used.
 - e. Includes reference information and materials (e.g. maps, diagrams, previous studies, regulatory information / threshold levels).
- 5) Establish roles and responsibilities
 - a. Identifies all parties responsible for major aspects or phases of air monitoring (includes contractors).
 - b. Includes letters of commitment for projects that propose collaborating with or utilizing district resources on the proposed monitoring project (e.g. Air Districts, co-location of hardware, technical support).

II. Work plan for other Technical type projects not proposing a community-led air-monitoring component:

Applicants proposing other Technical type Air Grant projects that do not include an air monitoring component (e.g. study, assessment, analysis) will be required to prepare a technical work plan to provide information on how the proposed project will address community air pollution concerns and support community participation in the implementation of AB 617, by addressing the following:

- 1) Community support and participation
 - a. Details partnerships, support, and level of community involvement in the proposed study, assessment, or analysis
 - b. Identifies project contact person to address questions on the study, assessment, or analysis
- 2) Identify the scope of actions of the study, assessment, or analysis
- 3) Define objectives of the study, assessment, or analysis
- 4) Establish roles and responsibilities

- a. Identifies all parties responsible for major aspects or phases of the study, assessment, or analysis (includes contractors).
- b. Includes letters of commitment for projects that propose collaborating with or utilizing district resources on the proposed project (e.g. Air Districts, technical support).

**CARB Community Air Protection Blueprint:*

<https://ww2.arb.ca.gov/index.php/our-work/programs/community-air-protection-program/community-air-protection-blueprint>

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Exhibit A: Budget Template

(Draft only coversheets)

**California Air Resources Board (CARB)
FY 18-19 Community Air Grants
Budget Template**

<i>Organization</i>		<input style="width:100%;" type="text"/>						
<i>Project Name</i>		<input style="width:100%;" type="text"/>						
<i>Date</i>		<input style="width:100%;" type="text"/>						
Description	Rates	Units	Total Hours	Cumulative Budget	Year 1	Year 2	Year 3	
I. PROJECT COSTS								
A. Personnel Costs								
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
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Employee Benefits	Rate: <input style="width:50px;" type="text" value="20.0000%"/>			<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<i>Subtotal Personnel Costs</i>				0	0	0	0	
B. Services and Supplies								
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
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<i>Subtotal Services and Supplies</i>				0	0	0	0	
C. Equipment								
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<i>Subtotal Equipment</i>				0	0	0	0	
D. Subcontractors and other expenses not subject to administrative cost								
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<input style="width:350px; height:20px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	<input style="width:50px;" type="text"/>	
<i>Subtotal Subcontractors and Other</i>				0	0	0	0	
<i>Subtotal Project Costs</i>				0	0	0	0	
II. ADMINISTRATIVE COSTS								
<i>Administrative Cost Rate</i>		Rate: <input style="width:50px;" type="text" value="10.0000%"/>						
<i>Administrative Costs (Sum of A+B times rate)</i>				0	0	0	0	
Total				0	0	0	0	

Exhibit D:
Standard Payee Data Form 204
(Draft only coversheets)

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 5/2018)

1	<p>Requirement to Complete the Payee Data Record, STD 204</p> <p>A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.</p> <p>Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).</p>
2	<p>Enter the payee's legal business name. The name must match the name on the payee's tax return as filed with the federal Internal Revenue Service. Sole proprietorships and single member limited liability companies (LLCs) must also include the owner's full name. An individual must list his/her full name as shown on the SSN or as entered on the W-7 form for ITIN.</p> <p>The mailing address should be the address at which the payee chooses to receive correspondence. The business address is the address of the business' physical location.</p>
3	<p>Check only one box that corresponds to the payee business type. Corporations must check the box that identifies the type of corporation.</p> <p>The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by the R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.</p> <p>Payees must provide one of the following TINs on this form: social security number (SSN), individual taxpayer identification number (ITIN), or federal employer identification number (FEIN). The TIN for sole proprietorships, single member LLC (disregarded entities), and individuals is the SSN or ITIN. Only partnerships, estates, trusts, corporations, and LLCs (taxed as partnerships or corporations) will enter their FEIN.</p>
4	<p>Are you a California resident or nonresident?</p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at time of death. A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for state income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:</p> <p style="text-align: center;">Withholding Services and Compliance Section: 1-888-792-4900 E-mail address: wscs.gen@ftb.ca.gov For hearing impaired with TDD, call: 1-800-822-6268 Website: www.ftb.ca.gov</p>
5	Provide the name, title, email address, signature, and telephone number of the individual completing this form. Provide the date the form was completed.
6	This section must be completed by the state agency requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.

It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000.

You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.