
File No.: 18-0035

Agenda Date: 3/13/2018

Item No.: 7.1.

BOARD AGENDA MEMORANDUM

SUBJECT:

Board Approval of Fiscal Year (FY) 2018 Grants for the Safe, Clean Water Program to Support Volunteer Cleanup Efforts & Education (B7) and Provide Trails & Open Space (D3).

RECOMMENDATION:

- A. Review and discuss staff's recommendations for FY2018 Safe, Clean Water Grant Awards;
- B. For proposals submitted to Support Volunteer Cleanup Efforts & Education (B7) grant program, authorize the Chief Executive Officer (CEO), following California Environmental Quality Act (CEQA) compliance, to approve and execute agreements in a total amount not to exceed \$228,552 for the nine projects as outlined in this memorandum;
- C. For proposals submitted to Provide Trails & Open Space (D3) grant program, authorize the Chief Executive Officer (CEO), following CEQA compliance, to approve and execute agreements in a total amount not to exceed \$571,000 for the three projects as outlined in this memorandum; and
- D. Authorize the CEO to execute no-cost extensions (up to 12 months) in the above grant agreements.

SUMMARY:

On August 4, 2017, the District released grant funding opportunities for projects under B7 Support Volunteer Cleanup Efforts & Education and D3 Provide Access to Trails & Open Space grant programs. Grant applications were accepted until October 27, 2017.

The funding availability for the B7 Support Volunteer Cleanup Efforts & Education grant program is \$200,000. The District received twelve proposals with a total funding request of \$519,467. Staff recommends funding nine of the twelve proposals for a total amount of \$228,552. Staff's recommendation is \$28,552 over the funding limit, however, there are additional dollars in this fiscal year's budget to allow for that flexibility. There is an additional \$200,000 in the budget to establish a partnership under B7. If the Board agrees with staff's recommendation, funding for the B7 grant program and B7 partnership program would be adjusted accordingly in future years to in order to meet the key performance indicators as defined by the Safe, Clean Water and Natural Flood Protection Program.

The funding availability for D3 Provide Access to Trails & Open Space grant program is \$571,000. The District received four proposals with a total funding request of \$738,812. Staff recommends funding three of the four proposals for a total amount of \$571,000.

Background

The Safe, Clean Water Grants Program provides seven grant cycles for each program priority. FY2017 was slated as a grant cycle for B7 Support Volunteer Cleanup Efforts & Education and D3 Provide Access to Trails & Open Space grant programs, however, due to staff transitions, no grants were released nor awarded for either of these programs in FY2017. Therefore, at the start of FY2018, staff released both grant programs (i.e. B7 & D3).

To streamline the grant application process, staff implemented a pilot grants management system to allow applicants to submit their proposals online. The system also allows staff to conduct grant application reviews online as well.

Outreach

In an effort to reach a large and diverse audience of potential grant applicants, Staff utilized several outreach methods, including the following:

- a. Sent request for proposals to existing key stakeholders in the Santa Clara County;
- b. Sent notification to local elected officials, city managers, and executive leaders in the County;
- c. Targeted outreach to organizations that have not previously submitted grant applications, including Somos Mayfair, Asian Americans for Community Involvement, and Breathe California;
- d. Issued a press release on August 11, 2017;
- e. Posted on District's social media sites and eNews;
- f. Posted grant opportunities on San Francisco Bay Joint Venture's website; and
- g. Hosted two pre-proposal workshops (August 21 & 28, 2017).

The workshops drew close to 30 attendees. Staff demonstrated the new grants online management system and showed attendees how to submit their applications. Additionally, staff from the Community Project Review Unit was available to answer any technical questions regarding project proposals. An FAQs was developed and posted online for those who could not attend the workshops.

Proposal Review Process

A total of twelve applications were received for "B7 Support Volunteer Cleanup Efforts and Education" grant program and four applications were received for "D3 Provide Access to Trails and Open Space" grant program. The review panel for each grant program consisted of two internal staff recommended by the Chiefs (Watersheds, Water Utility, and Administrative Services) and two external reviewers from the community. For the B7 grant program, the internal panelists included staff from Administrative Services and Watersheds Operations & Maintenance. The external panelists included a school district employee and staff from the City of San Jose (the City of San Jose did not submit a grant application for this cycle). For D3 grant program, the internal staff included staff from

Community Projects Review Unit and Asset Management. The external panelists included two community members with planning background who work for local environmental nonprofits. The proposals were scored based on the evaluation criteria identified in the proposal guidelines (see Attachment 1). Additionally, staff performed a comprehensive review of all proposals to assess the diversity of the projects, including proposals proposing projects in underserved communities; equitable representation of all seven Board member districts; and proposals submitted by applicants who have never previously received a District grant. Applicants were given additional consideration for these factors in staff's comprehensive review process.

Funding Recommendations

Scores and ranking of the proposals are presented in Attachment 2. Staff combined the total scores from the four review panelists with the comprehensive review considerations and used the final scores to rank the applicants.

Among the twelve proposals submitted for B7 Support Volunteer Cleanup Efforts and Education grant program, staff recommends providing grant funding nine for proposals - six at 70% of their funding request and three at 30% of their funding request. Given the total funding available, the number of qualified projects, and concerns regarding some of the projects' scope, staff feels this funding formula provides the most equitable distribution of available grant dollars and extends the District's ability to provide support to projects throughout the County. Although two of the proposals ranked high, staff has concerns regarding parts of the scope and would like to work with the applicants to carry out portions of the proposed scope. The remaining three proposals are not recommended for funding because they did not meet the pre-established criteria. Staff recommends funding for the following grant proposals for a total amount not to exceed \$228,552:

1. Guadalupe River Park Conservancy for a total amount not to exceed \$28,409.50 for the Guadalupe Watershed Education Campaign
2. Breathe California of the Bay Area for a total amount not to exceed \$35,000 for Youth for a Cool Earth (Y4CE)
3. Girl Scouts of Northern CA for a total amount not to exceed \$16,951.20 for Girl Scouts Go Green in Santa Clara County
4. Grassroots Ecology for a total amount not to exceed \$34,459.60 for the Stevens Creek Monitoring & Education Project
5. South Bay Clean Creeks Coalition for a total amount not to exceed \$35,000 for the Friends of Coyote Creek Watershed North Coyote Creek
6. City of Campbell for a total amount not to exceed \$33,731.28 for Los Gatos Creek Trail Interpretive Signage and Receptacle Expansion
7. Gilroy Compassion Center for a total amount not to exceed \$15,000 for South County

Creeks Team

8. Save the Bay for a total amount not to exceed \$15,000 for Zero Trash Campaign
9. South Bay Clean Creeks Coalition for a total amount not to exceed \$15,000 for Los Gatos Creek TEAM 222

Among the four grant proposals submitted for D3 Provide Access to Trails and Open Space grant program, staff recommends funding three of the proposals - two at 100% of their requested funding and one at 88% of their requested funding. Staff does not recommend funding the one remaining proposal because it did not meet the requirements of a trails or open space project. Based on the scores and ranking of all the D3 grant proposals, staff recommends funding the following grant proposals for a total amount not to exceed \$571,000:

1. City of Morgan Hill for a total amount not to exceed \$200,000 for the West Little Llagas Creek Interpretive Wildlife Trail Project
2. Midpeninsula Regional Open Space District for a total amount not to exceed \$149,500 for the Webb Creek Bridge
3. West Valley College for a total amount not to exceed \$221,500 for West Valley College Vasona Creek Trail Phase

Next Steps

If the Board approves the grant funding recommendations, the CEO will execute grant agreements for the awarded projects. Grantees submitting a proposal awarded funding will be required to have sign a grant agreement with the District by June 30, 2018. For projects under the B7 grant program, grant agreements will have an expiration date of June 30, 2021 (3 years to complete the project). For projects under D3 grant program, grant agreements will have an expiration date of June 30, 2023 (5 years to complete the project). Additionally, the grant agreements will include provisions to allow no-cost extensions and amendments, if necessary, to achieve project outcomes. However, any amendments requesting changes in scope of work or not-to-exceed funding would require Board approval.

The grant agreements will contain provisions related to communications including: inclusion of Safe, Clean Water logo on all project materials presented to the public; District must review and approve all materials that include Safe, Clean Water logo; mention of "Safe, Clean Water and Natural Flood Protection Program" as appropriate when funding sources for the project are printed or presented; early notification to and invitations provided to the District for any project-related events; and invitation with speaking roles for District Directors to project groundbreaking and opening ceremonies. The grant agreements will also contain provisions requiring grantees provide a web posting of their final report, prepare a project factsheet or make a presentation to the Board or at an event hosted by the District when the project is completed. Additionally, grantees will be required to provide demographic data on any activity that involves community engagement, education, or

outreach.

Other provisions may include clear success measures, adherence to the project schedule, and guidelines regarding when contract revisions are necessary for changes in the project scope, schedule, and budget.

FINANCIAL IMPACT:

Financial impact associated with this item is limited to the proposals approved for funding per Board action.

For B7 Support Cleanup Efforts and Education grant program, the recommended Board action is to approve a total of \$228,552 for nine grant proposals. This amount is covered in the FY18 budget under project #00061019.

For D3 Provide Access to Trails and Open Space grant program, the recommended Board action is to approve \$571,000 for three grant proposals. This amount is covered in the FY18 budget under project #26061007.

CEQA:

The recommended action does not constitute a project under CEQA (per CEQA Guidelines Section 15378(a)) because it does not commit the District to a definite course of action, and therefore has no potential to result in a direct or reasonably foreseeable indirect environmental impact. Specifically, it is a government fiscal activity which is not a project because it does not involve commitment to any specific project that may result in a potentially significant environmental impact, per CEQA Guidelines Section 15378(b)(4). The Board action is approval of a staff recommendation to fund projects following project-specific District CEQA compliance, and is not a commitment to fund those projects. It does not foreclose alternatives or mitigation measures, including the alternative of not proceeding with a project, that ordinarily are part of project-specific CEQA review. The District will execute project-specific funding agreements only after District CEQA compliance is completed. For public agency projects, the grantee will be the lead agency and must submit evidence of CEQA compliance (adopted Negative Declaration, certified EIR, or Notice of Exemption) to the District, which will serve as Responsible Agency. For non-government grantees, the District will serve as lead agency.

ATTACHMENTS:

Attachment 1: Evaluation Criteria

Attachment 2: Scoring Matrix

Attachment 3: Letter of Support - MH Chamber of Commerce

Attachment 4: Letter of Support - Almaden Cycle Touring Club

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UNCLASSIFIED MANAGER:
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