

**Golden State Finance
Authority (GSFA)
Multi-Family Review and Approval Action
Team Meeting**



**Wednesday November 20, 2019
9:45 A.M.**

**916-384-1600
1215 K Street, Suite 1650
Sacramento, CA 95814**



Golden State Finance Authority
1215 K Street, Suite 1650 · Sacramento, California 95814
Phone: 855-740-8422 · Fax: 916-444-3551 · www.gsfahome.org

**Golden State Finance Authority (GSFA)
Multi-Family Review and Approval Action Team Meeting
Wednesday, November 20, 2019
9:45 a.m.
1215 K Street, Suite 1650
Sacramento, CA 95814
(916) 384-1600**

AGENDA

Multi-Family Review and Approval Action Team Members

**Supervisor Kevin Cann
Supervisor Bob Williams
Supervisor Rex Bohn
Supervisor Daron McDaniel
Supervisor Les Baugh**

- 1. Call to Order & Determination of Quorum**
Supervisor Kevin Cann, Mariposa County
- 2. Public Testimony**
Presentation only of any matters of concern to the general public
- 3. Approval of the Minutes of the September 27, 2019 Meeting** **Page 1**
- 4. GSFA Resolution 2019-13: Approval to apply for Funding from the Cal Fire Forest Health Grant Program as Provided through California Climate Investments - ACTION** **Page 3**
Craig Ferguson, Deputy Director
- 5. Adjournment**
Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participant in a public meeting, please call Sarah Bolnik at (916) 384-1619 at least 48 hours before the meeting.

Agenda items will be taken as close as possible to the schedule indicated. Any member of the general public may comment on agenda items at the time of discussion. In order to facilitate public comment, please let staff know if you would like to speak on a specific agenda item.

**Golden State Finance Authority (GSFA)
Multi-Family Review and Approval Action Team Meeting
Friday, September 27, 2019, 8:00 a.m.
Lake Tahoe Resort Hotel
Sacramento, CA 95814**

Minutes

Multi-Family Review and Approval Action Team:

**Supervisor Kevin Cann
Supervisor Bob Williams
Supervisor Rex Bohn
Supervisor Daron McDaniel
Supervisor Les Baugh**

Call to Order and Determination of Quorum

GSFA Vice Chair, Supervisor Bob Williams, Tehama County, called the Golden State Finance Authority Multi-Family Review and Approval Action Team Meeting to order at 8:01 a.m. A quorum was determined at that time, those present were as follows:

Supervisors Present

**Supervisor Bob Williams, Tehama County
Supervisor Daron McDaniel, Merced County
Supervisor Les Baugh, Shasta County
Supervisor Rex Bohn, Humboldt County**

Absent Members

Supervisor Kevin Cann, Mariposa County

Others in Attendance

**Craig Ferguson, Deputy Director
Sarah Bolnik, RCRC Economic Development Specialist
Peter Tran, RCRC Director of Operations**

Public Testimony

None

Approval of Minutes of the July 3, 2019 Meeting

(Team Members absent from the meeting will be recorded as abstained unless indicated otherwise)

Supervisor Les Baugh, Shasta County, motioned to approve the minutes of the July 3, 2019 GSFA Multi-Family Review and Approval Action Team Meeting. Supervisor Daron McDaniel, Merced County, seconded the motion. Motion passed.

GSFA Resolution 2019-12: Official Intent to Issue Multi-Family Housing Revenue Bonds

Craig Ferguson, Deputy Director, gave the Multi-Family Review and Approval Action team an overview of Resolution 2019-12. If approved, this Resolution would authorize the issuance of debt for the financing of multi-family housing project in Vallejo, California.

Recommendation

It is recommended that the GSFA Multi-Family Approval and Action team review and approve the following:

GSFA Resolution 2019-12, authorizing the issuance of debt for the financing of multi-family housing projects, the development and approval of financing structures, application procedures and participation in any application required to assist a potential borrower in being awarded tax exempt volume cap by CDLAC for the project listed in Exhibit A.

Supervisor Les Baugh, Shasta County, motioned to approve GSFA Resolution 2019-12. Supervisor Daron McDaniel, Merced County, seconded the motion. Motion passed.

Adjournment

Chair, Supervisor Kevin Cann, Mariposa County, adjourned the meeting of the GSFA Multi-Family Review and Approval Action Team at 8:04 a.m.



Golden State Finance Authority (GSFA)
1215 K Street, Suite 1650 · Sacramento, California 95814
Phone: (855) 740-8422 · Fax: (916) 444-3219 · www.gsfa-home.org

To: GSFA Multi-Family Review and Approval Action Team
From: Craig Ferguson, Deputy Director
Date: November 19, 2019
**Re: GSFA Resolution 2019-13: Approval to Apply for Funding from
the Cal Fire Forest Health Grant Program as Provided through
California Climate Investments - ACTION**

The Multi-Family Review and Approval Action Team (the "Team") on behalf of the Governing Board of the Golden State Finance Authority (the "Authority") is being asked to adopt a resolution allowing GSFA to apply for funding through Cal Fire's Forest Health Grant Program provided through California Climate Investments. Should the grant be awarded, funding would be allocated for the Golden State Natural Resources Forest resiliency project.

Recommendation

It is recommended that the GSFA Multi-Family Approval and Action team review and approve GSFA Resolution 2019-13: Allowing GSFA to Apply for Funding from the Cal Fire Forest Health Grant Program as Provided through California Climate Investments.

Attachment(s)

- GSFA Resolution 2019-13
- Cal Fire Forest Health Grant Information

GSFA RESOLUTION 2019-13

RESOLUTION OF THE GOLDEN STATE FINANCE AUTHORITY OF CALIFORNIA FOR FUNDING FROM THE FOREST HEALTH GRANT PROGRAM AS PROVIDED THROUGH CALIFORNIA CLIMATE INVESTMENTS.

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California Greenhouse Gas Reduction Funding, which provides funds to the State of California and its political subdivisions for California Climate Investments, including forest health programs; and

WHEREAS, the State Department of Forestry and Fire Protection has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies, non-profit organizations, and others under the program, and

WHEREAS, said procedures established by the State Department of Forestry and Fire Protection require the applicant to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out a forest health project;

NOW, THEREFORE, BE IT RESOLVED that the (Title of Governing Body):

- 1. Approved the filing of an application for "California Climate Investments" Forest Health grant program funds; and**
- 2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,**
- 3. Certifies that funds under the jurisdiction of (Governing Body) are available to begin the project.**
- 4. Certifies that said applicant will expend grant funds prior to March 30, 2024.**
- 5. Appoints (Position Title #1), (Position Title #2), or a designee, as agent of the (Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.**

Approved and adopted the 20th day of November 2019.

I, the undersigned, hereby certify that the foregoing Resolution, number 2019-13 was duly adopted by the following roll call vote:

GOLDEN STATE FINANCE AUTHORITY

Ayes:

Noes:

Absent:

PASSED, APPROVED AND ADOPTED by the Golden State Finance Authority this November 20, 2019.

The undersigned, an Authorized Signatory of the Golden State Finance Authority, DOES HEREBY CERTIFY that the foregoing resolution was duly adopted by the Multi-Family Review and Approval Action Team of the Authority at a duly called meeting of the Multi-Family Review and Approval Action Team of the Authority held in accordance with law on November 20, 2019.

By: _____
GSFA Chair, Supervisor Kevin Cann

By: _____
GSFA Deputy Director, Craig Ferguson

Notarized Seal:

California Climate Investments

Department of Forestry and Fire Protection

Forest Health Program Grant Guidelines 2019-2020



September 27, 2019

Proposals Due: 3 p.m., December 6, 2019

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FOREST HEALTH PROGRAM SUMMARY

CAL FIRE's Forest Health Program funds landscape-scale land management projects intended to restore and maintain healthy forests and conserve working forests. Projects funded under the Forest Health Program contribute to the goals of the Forest Carbon Plan, California's Natural and Working Lands Implementation Plan, and California's Global Warming Solutions Act of 2006 (AB32).

Through grants to regionally-based partners and collaboratives, CAL FIRE seeks to significantly increase fuels management, fire reintroduction, treatment of degraded areas and conservation of forests. All Forest Health projects must have calculated climate benefits that account for greenhouse gas emissions (GHG) from 1) treatment activities, 2) avoided future wildfire and fossil fuel use, and 3) reforestation and/or growth and yield of remaining vegetation. Benefits must be validated using the Forest Health Quantification Methodology and Calculator Tool developed by CAL FIRE and the California Air Resources Board (CARB).

The Forest Health Program is part of California Climate Investments (CCI), a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment – particularly in disadvantaged communities. The CCI program also creates financial incentives for industries to invest in clean technologies and develop innovative ways to reduce pollution. CCI projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. As required by AB 1550, at least 35 percent of these investments are to be located within and benefit residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website.

ELIGIBLE ACTIVITIES

No single management activity is going to solve the wide range of threats to California's forests. Fostering healthy forests calls for a balanced approach using a variety of tools including: fuel reduction, pest management, reforestation, research, conservation, and the utilization of biomass in wood products and energy. Such activities must be applied across large landscapes to achieve the intended effect of statewide forest resiliency. Projects that implement a mix of these activities with multiple, experienced partners at a watershed or multi-watershed scale will be given priority. Projects may include planning (e.g., design and environmental review that lead to future implementation), organizational and business capacity-building, and workforce and infrastructure development as components of proposed projects; those activities should not be the main objective of the project.

combustion or gasification, which displaces carbon-intensive fossil fuel-based energy; or 3) utilize woody biomass to help develop markets for beneficial uses of the material. Beneficial uses include, but are not limited to, animal bedding, biochar, cross-laminated timber, mulch, oriented strandboard, pulp, post, shredding, and veneer products.

- f. **Conservation** – Eligible activities include the purchase or donation of conservation easements or fee title of productive forest lands threatened with conversion to non-forest uses, such as subdivision for residential or commercial development. As with Forest Health Program grants, all conservation projects must also demonstrate GHG emission reduction benefits.

Forest Legacy project applications have different selection criteria and application requirements (**See Appendix A**) than Forest Health projects. Forest Legacy applicants that wish to complete fuels reduction, pest management, reforestation, etc. on the property with grant funds will need to define those proposed treatments in the Forest Legacy application, scope of work, budget, and work plan.

- g. **Research** – Research activities are eligible either as a component of a larger Forest Health project, or as a stand-alone research project funded under the separate Research Program (**See Appendix B**). All eligible research activities, whether component or stand-alone, should seek to improve the scientific understanding of issues related to the objectives of the Forest Health Program, CCI, and the California Forest Carbon Plan.

- Component research activities – Research proposed as a component of a larger Forest Health project should not be the primary focus of the project, but should contribute to the common goals of the project. Component research activities will be evaluated together with all other management activities proposed for that project. Applicants must use the Forest Health Program application.
- Stand-alone research projects – Where research is the sole or primary objective, applications will be evaluated separately from other Forest Health Program applications, and funded through the Forest Health Research Program (Research Program). Research Program applications have different selection criteria, timeframes for agreements, and other requirements than Forest Health projects. Applicants must use the Research Program application process. Please refer to **Appendix B** for Research Program requirements and application instructions.

Program funds requested must be recorded in the Project Application as MTCO₂e/\$. Some activities, such as planning, research, or education, may not have a measurable GHG emissions benefit. In this case, applicants must provide a justifiable qualitative description of how the activity will ultimately result in emissions reductions, further quantitative assessment of GHG impacts, or improve management actions or policy.

The quantification methodology compares outcomes of a business-as-usual scenario with that of project implementation over the quantification period. The baseline for a project will be the normal land management activities that could be expected to occur in the absence of the project. Project applicants will be required to demonstrate that activities funded through the grant award are activities that would not otherwise occur in the baseline scenario. Forest Health projects most often will consist of a collection of individual activities spread over a large landscape. Each activity need not result in GHG reduction, but the project should be designed to reduce GHG emissions at the project level. Future forest carbon offset projects are allowed if they meet all statutory and regulatory requirements. Projects within an existing offset project shall not supplant the finances of the ongoing operations of the existing project (§III.D.5 of the CARB August 2018 funding guidelines). In other words, the Forest Health project must be additional to normal budgeted operations. Also, no offset credits may be realized from the implementation of the Forest Health project. For example, if the Forest Health project implements fuels reduction treatments, no reduction in the offset project buffer pool may be taken based on the implementation of the forest health project.

Project Scale

Forest Health projects must focus on large, landscape-scale forestlands composed of one or more landowners, which may cover multiple jurisdictions. Large landscapes will usually include watersheds, fireheds, or larger logical management units. The total project area should be no less than 800 to 1,000 acres in size; landscape units do not have to be contiguous.

Funding Limits

Eligible Forest Health projects must be large capacity, landscape-scale, with multiple benefits. The minimum grant amount requested for management activity projects should be no less than \$750,000, with a maximum allowable request of \$5 million.

Project Readiness

Eligible projects must be able to complete grant-related work by March 31, 2024.

Preference will be given to projects that have environmental compliance (CEQA, NEPA, etc.) completed before the project application is submitted (See Appendix D). Applicants must agree to complete all needed environmental compliance work within one year of award and must demonstrate progress toward completing the work within six months of award. CAL FIRE will begin to review all awarded projects in January 2021 and may reallocate awarded funds to a different grantee by July 2021 if

project landscape, and how they combine or connect to promote forest health at a landscape scale.

- An explanation of how multiple, experienced partners will collaborate throughout the project, including: planning, funding, implementation, and monitoring.
- The extent to which the project will deliver enduring, sustainable benefits. A proposed plan for long-term maintenance of these benefits including the responsible parties, funding, and volunteer assistance.
- For component research activities, a clear and concise description of research questions and methods and how research questions are related to the overall goals of the larger Forest Health project, and aligned with the current state of science for the topic. Methods should be appropriate for addressing the research questions posed, scientifically rigorous and provide for publishable results. Note: The Scope of Work for stand-alone research projects has different requirements, see **Appendix B**.

2. Project Work Plan – 5 points

The timeline in the “Work Plan” worksheet is complete with appropriate detail describing the phases of work necessary to successfully implement the project. It is feasible for all phases of work to be completed before the end of the project performance period.

3. Budget – 10 points

Both budget worksheets have been completed, with the “Project Budget” worksheet clearly depicting how grant funds will be spent, and the “Treatment Areas” worksheet specifying the treatment areas, ownership type, and funds to be spent by treatment. Costs are reasonable in proportion to the proposed treatments, deliverables, and Scope of Work. The budget specifies the number of salaried employees and contractors funded under the grant and the cost basis for each. The budget must identify any income received from the sale of forest products or other income generated as a result of the project and how those funds will be reinvested in the project. Requested funds shall be no less than \$750,000 and not more than \$5 million.

4. Long Term Forest Management Goals – 10 points

Project activities should be conducted pursuant to an approved timber harvest plan, nonindustrial timber management plan, or working forest management plan, or appropriate exemptions. CAL FIRE will give funding priority to landowners with a plan to develop or maintain a resilient forest of diverse age, size, and species class within the boundaries of the project. A long-term

endemic pests. This includes identifying potential issues in the project area, prevention practices to be implemented, monitoring and amelioration where needed.

8. Jobs – 5 points

Applicant has completed CARB's Job Co-benefit Modeling Tool and included in the application the number of jobs that are to be supported and/or the number of jobs that are to be created with project and CCI funding.

9. Disadvantaged and/or Low Income Community Benefit – 10 points

The project 1) provides direct, meaningful, and assured benefits to a disadvantaged community (DAC), a low-income community, or low-income households, and 2) meaningfully addresses an important community need, as summarized in CAL FIRE's Evaluation Criteria for Providing Benefits to Priority Populations. AB 1550 defines "low-income communities" as those census tracts with: 1) median household incomes at or below 80 percent of the statewide median income, or 2) median household incomes at or below the threshold designated as low-income by Department of Housing and Community Development's State Income Limits (HCD State Income Limits). CalEPA has identified census tract boundaries that satisfy either of these definitions as "low-income" for the purpose of AB 1550 investments.

10. Local Fire Plan & Other State Plan Compatibility – 5 points

The project is part of other wildfire planning processes including the 2018 Strategic Fire Plan for California, local CAL FIRE Unit fire plans, or Community Wildfire Protection Plans. Projects should demonstrate how their activities are consistent with or in support of other statewide climate initiatives, landscape conservation efforts and other state actions plans (e.g. California Forest Carbon Plan, Safeguarding California Plan, Natural and Working Lands Climate Change Implementation Plan, CA Wildlife Action Plan, CA Water Action Plan, Habitat Conservation Plans, Natural Community Conservation Plans).

The Applicant has briefed the local CAL FIRE unit(s) on the project.

11. FMTF/RFFCP Priority Projects– 5 points

Preference will be given to projects that are identified priorities by the Regional Prioritization Groups of the Forest Management Task Force (FMTF) and/or the Regional Forest and Fire Capacity Program (RFFCP). These groups were established to promote and support collaborative planning and implementation of wildfire resiliency and forest health protection, management, and restoration efforts at the landscape level that meet regional and statewide public safety, ecosystem, and public resource goals, and that are consistent with the California Forest Carbon Plan. Preference will also be giving to projects that are

APPLICATION PROCESSES

These processes are applicable to all programs.

Applicants to the Forest Health Program, including Forest Legacy and Research Program applicants, must follow the three-step application process described below. This process includes 1) requesting a Project ID and access to CAL FIRE's Box.com content management platform; 2) submitting all required supporting documents and data via the Box.com platform; 3) submitting an online application form.

The **Project Application deadline is 3 p.m. PST on December 6, 2019.** After this time, access to the online application and associated Box.com folder will be closed.

Step 1 – Request Project ID and link to CAL FIRE Grants Box.com platform: Prior to applying, interested entities need to request a Project Tracking ID number and be assigned access to CAL FIRE Grants' Box.com platform.

Send email to CALFIRE.Grants@fire.ca.gov, including:

- Name of organization applying
- Name of the CAL FIRE Unit in which the project or activity will be located
- Name of the project
- Name of the grant program (Forest Health, Forest Legacy, Research)
- Names and emails of individuals that will need access to Box.com

The Project Tracking ID will be in the form of:

19-FH-UUU-XXX for Forest Health

19-FL-UUU-XXX for Forest Legacy

19-RP-UUU-XXX for Research Program

Where UUU is the 3-letter identifier for the CAL FIRE Unit where the project is located and XXX is a sequentially assigned tracking number.

Applicants should request this information at the beginning of the grant application process. Requests that are made less than one week prior to the due date may not be considered.

Step 2 – Submit Items in Folders to CAL FIRE's Box.com platform:

Using the link for Box.com received from CAL FIRE Grants in Step 1, create folders using the naming conventions for each folder described below and upload the required documents into the folders. Submit your documents as early as possible as additional time will not be allowed for technical or Internet uploading issues. *Do not submit any other supporting materials as they will not be reviewed.*

- Forest Legacy applicants need not include Environmental Compliance worksheets unless forest treatments are proposed using grant funds.
 - Research Program applicants whose projects are longer than two years should identify two distinct phases in timeline worksheet, and provide separate budgets for phases. See Appendix B for additional information.
- C. Maps of Project Area (Sized to 8 ½" x 11"). Limited to one PDF file for maps or multiple PDF's in one .ZIP file.
- D. Signed letters of participation from primary project partners listed in under "Collaboration/Partnerships" of the Project Application, and from any land owners or managers where research is being performed. Letters should be addressed to: Chief Helge Eng, Deputy Director, Resources Management, California Department of Forestry and Fire Protection. Submit as a single PDF file or as a .ZIP file with multiple letters.
- E. Signed letters of support from individuals and entities other than primary project partners. This includes letters of support from the leadership of the FMTF, RFFCP, or other collaborative forest restoration group, if applicable. Graduate student applicants to the Research Program should include a letter of support from their major professor. Submit as a single PDF file or as a .ZIP file with multiple letters.

Folder 2: ORGANIZATION DOCUMENTS: Use the following naming protocol:

Folder 2 Contents	Electronic File Name
A: Articles of Incorporation	19-FH/FL/RP-UUU-XXX-AOI.pdf
B: Governing Resolution	19-FH/FL/RP-UUU-XXX-Resolution.pdf
C: Non-Discrimination Compliance	19-FH/FL/RP-UUU-XXX-STD19.pdf
D: Drug-Free Workplace Certification	19-FH/FL/RP-UUU-XXX-STD21.pdf
E: Payee Data Record form STD 204	19-FH/FL/RP-UUU-XXX-STD204.pdf
F: UC/CSU Model Agreement Template	19-FH/FL/RP-UUU-XXX-UTC.doc

- A. Articles of Incorporation including the Seal from the Secretary of State. *Only required from non-profit Applicants.*
- B. A signed Resolution by the Applicant's governing body, which allows the grantee to sign agreements and amendments for a specific project (See Appendix F). *Resolutions are required only from non-profit and local agency Applicants.*
- C. State of California Non-Discrimination Compliance Statement (STD 19)
- D. State of California Drug-Free Workplace Certification (STD 21)

Folder 4: GHG CALCULATOR & CALCULATIONS: *Not required for Research Program applicants. Use the following naming protocol:*

Folder 4 Contents	Electronic File Name
A: GHG Calculator Tool	19-FH/FL/RP-UUU-XXX-Calculator.xlsx
B: GHG Data & Documentation	19-FH/FL/RP-UUU-XXX--GHGData.zip

- A. Completed CARB Forest Health GHG Calculator Tool in Microsoft Excel format
- B. All data and documentation that support applicant's entries into the CARB Forest Health Calculator Tool. Appropriate data and documents are listed in the Forest Health Program Quantification Methodology (available under the "Natural Resources and Waste Diversion" section).

Folder 5: ENVIRONMENTAL DOCUMENTS: NEPA/CEQA documents – See Appendix D. *Not required for Forest Legacy applicants, unless forest treatments are proposed using CAL FIRE-CCI grant funds.*

Attachments should be named using the following protocol: 19-FH/FL/RP-UUU-XXX—Environment.pdf or.zip

Folder 6: FOREST LEGACY DOCUMENTS: *Only required for Forest Legacy applicants. Use the following naming protocol:*

Folder 6 Contents	Electronic File Name
A: Conservation Easement	19-FL -UUU-XXX-Easement.xlsx
B: Preliminary Title Report	19-FL-UUU-XXX-TitleReport.zip

Step 2 – Submit Online Application:

All applications will now be submitted through an online form. No hard copy or emailed applications will be accepted.

Each program has a specific application; only complete the application that is specific to the program for which you are applying:

- Forest Health
- Forest Legacy
- Forest Health Research Program

Review the application early in the process, and prepare to fill out and submit the form in a single session. It is highly recommended that applicants compile information for the application before filling out the online form. The application can be copied from the browser and pasted into MS Word or similar word processing application to prepare the responses in advance.

Project applicants will be notified by mail and email if they have, or have not been, selected to receive funding.

Successful applications will be summarized and posted to CAL FIRE's Forest Health grants webpage within two weeks of the decision to fund. Applications will be treated in accordance with the Public Records Act requirements, and certain information, subject to those requirements, may be publicly disclosed.

GENERAL GRANT CONDITIONS AND PROJECT ADMINISTRATION

These conditions and processes are applicable to all programs.

Project Performance Period

- The Project Performance Period is from the time the Grant Agreement is fully signed by the CAL FIRE Deputy Director or designee to the Agreement termination date. Only eligible costs incurred during the Project Performance Period will be paid by the State.
- CAL FIRE will execute all grant Agreements as soon as feasible and no later than June 30, 2022 for land management projects. Research only projects must have grant Agreements executed by June 30, 2020.
- **Project work related to Forest Health and Forest Legacy must be completed by March 31, 2024. Project work related to Research grants must be completed by March 31, 2022.**
- Final invoices for all grant-related work must be submitted to CAL FIRE no later than 30 days after the Project Performance Period.

Project Reporting

Grant awardees will be required to provide a method, schedule, and reporting mechanism for pre- and post-project monitoring of site conditions and project results.

Grantees will be required to track and report progress to CAL FIRE throughout the grant term. Report contents are determined by CAL FIRE and are consistent with the required project type-specific reporting requirements in CARB's Funding Guidelines. Information to be submitted includes, but is not limited to, project description, project location, CCI dollars allocated, matching funds, acres of land treated, activities completed, number of trees planted and acres planted, bone dry tons of biomass delivered to a renewable energy facility, tons of biomass delivered to a sawmill, renewable energy produced, job or job training information, and other co-benefits achieved, and benefits to disadvantaged and/or low income communities. Such reports will be provided consistent with CARB Funding Guidelines for the duration of the performance period, throughout the life of the project agreements.

Accounting Requirements

The grantee must maintain an accounting system that accurately reflects fiscal transactions. The accounting system must provide an adequate audit trail, including original source documents, such as receipts, progress payments, invoices, purchase orders, time cards, cancelled checks, etc. The accounting system must document the total cost of the project. The grantee must maintain accounting records for one year following the duration of the Project Performance Period or after final disposition of any disputed audit findings. Grantees are required to keep source documents for all expenditures related to each grant for at least three years following Project completion and one year following an audit.

Loss of Funding

CAL FIRE reserves the right to withdraw funding award if stated requirements are not met. The following are examples of actions that may result in a grantee's loss of funding. This is not a complete list and is intended only to show examples.

1. Grantee fails to obtain an executed Grant Agreement by June 30, 2022.
2. Grantee has not satisfied all legal requirements (e.g., CEQA, NEPA, ancillary contracts, agreements, MOUs, etc.) necessary to initiate ground disturbing project work within 1 year of grant agreement execution or by January 1, 2021.
3. Grantee fails to use all the grant funds.
4. Grantee withdraws from the grant program.
5. Grantee fails to complete the funded project.
6. Grantee fails to submit all documentation within the time periods specified in the Grant Agreement.
7. Grantee changes the Project Scope of Work without CAL FIRE's prior written approval.
8. Grantee or CAL FIRE terminates the Agreement.
9. Any activity that results in significant change to the expected GHG impacts of the project.

Supplies	Supplies that are used in the direct support of the project are allowable. Supplies exceeding \$500 per unit cost shall be documented to ensure procurement of supplies on a competitive basis and documentation of price analysis.	Receipts identifying items purchased, cost and date of purchase. Documentation related to cost analysis of procurement of supplies exceeding \$500 shall be kept by the grantee but available for audit purposes.
Travel	Travel cost associated with travel to and from project sites, meetings, etc. directly related to the grant project and must be considered reasonable and necessary for the completion of the project. Reimbursement rates shall be consistent with the grantee's written travel policy. Absent a written policy, per diem shall not exceed the California Standard Per Diem Rate allowable by the <u>U.S. General Services Administration</u> . Mileage rates shall not exceed the <u>rates allowable by IRS</u> .	Receipts identifying travel cost (i.e. lodging, rental cars). Mileage must be documented by either employee travel claims that are signed by the employee or vehicle mileage logs for vehicles owned by the grantee. Per Diem must be documented by employee travel claims.
Equipment	Equipment is an item exceeding \$5,000 or more per unit cost and has a tangible useful life of more than one year. Cost to lease equipment to use in the grant project may be charged to the grant. Use of equipment owned by the grantee may be charged to the grant at a rate set by the California Department of Transportation " <u>Labor Surcharge and Equipment Rental Rate</u> " guide. A cost-benefit analysis to justify the cost of purchasing equipment versus leasing must be provided. Procurement of equipment must be done on a competitive basis and include documentation of price analysis. Grantee must include in the application package the proposed use and maintenance plans for equipment after the performance period of the grant. Disposition of equipment beyond the project performance period is subject to CAL FIRE approval.	Cost of leased equipment charged to the grant must be substantiated with receipts identifying equipment leased, dates equipment was leased, lease rate and total cost. Usage of grantee equipment must be substantiated with an equipment usage log, equipment used, rate and total rental cost. Cost of equipment purchased shall be substantiated by purchase receipt. Documentation related to price analysis of procurement of equipment shall be kept by the grantee but available for audit purposes. Disposition of the equipment must be approved by CAL FIRE in writing at the end of the grant term.

Payment of Grant Funds

Funds will be disbursed only once there is a fully executed Grant Agreement between CAL FIRE and the grantee. **Payments will be made on a reimbursement basis** (i.e., the grantee pays for services, products or supplies; invoices CAL FIRE for the same; and the State reimburses the grantee upon approval of the invoice). No work prior to or after the grant period will be reimbursable. Advance funds may be provided (see Advances below) in lieu of reimbursement.

The grantee will submit to CAL FIRE an invoice form consistent with invoice guidance in Appendix H when requesting payment of any type and to include appropriate documentation to support the costs (e.g., paid vendor receipts, payroll documents, other back-up documentation of expenses). An invoice template is available on the [Forest Health grants webpage](#).

A Forest Health Grant Project Progress Report or Final Report shall accompany all requests for payment CAL FIRE may conduct a site inspection to verify that work invoiced has been satisfactorily completed. The invoice will then be forwarded to Sacramento Headquarters for review and subsequent approval of payment. **Expect payment to be issued 45 calendar days from the time an acceptable invoice is received.** If an invoice is incomplete or non-reimbursable, it will be returned to the grantee.

Advances

Advance payments may be considered for nonprofit organizations, local agencies, special districts (including RCDs), private forest landowners, and Native American Tribes. Advance payments are solely at CAL FIRE's discretion and eligibility expires January 1, 2024.

A written request must be submitted identifying how funds may be used over a six-month period. No single advance payment shall exceed 25% of the total grant award. Advances must be fully utilized within a six-month period unless additional time is approved by CAL FIRE. No additional advances may be requested until acceptable documentation is received by CAL FIRE that the previous advance has been fully exhausted on eligible expenses. In addition, an accountability report must be submitted to CAL FIRE every four months upon receipt of funds.

CAL FIRE processes for approving and managing advance payments are subject to change.

Prevailing Wage Requirements

CAL FIRE provides no opinion as to whether projects may be subject to prevailing wages. For determination for prevailing wages, please contact the [Department of Industrial Relations](#). It is the applicant's responsibility to budget for prevailing wages in their project cost when applicable.

Publications

Pursuant to California Assembly Bill No. 2192 ("The California Taxpayer Access to Publicly Funded Research Act"), a grantee that receives funding, in whole or in part, in the form of a research grant from a state agency shall provide for free public access to any publication of a peer-reviewed manuscript describing state-agency-funded knowledge, a state-agency-funded invention, or state-agency-funded technology. Forest Health Program grantees must ensure that an electronic version of peer-reviewed manuscripts is available to CAL FIRE and on an appropriate publicly accessible repository approved by CAL FIRE including, but not limited to, the University of California's eScholarship Repository at the California Digital Library, or the California State University's ScholarWorks at the Systemwide Digital Library. Grantees must report to CAL FIRE the final disposition of any peer-reviewed manuscripts arising from the grant work, including, but not limited to, if it was published, date of publication, where it was published, and, after a 12-month time period from official date of publication, where the peer-reviewed manuscript will be available for open access. For other types of publications, including scientific meeting abstracts, the grantee shall comply by providing the manuscript to the CAL FIRE not later than 12 months after the official date of publication.

Scientific Integrity

Scientific integrity is vital to all CAL FIRE activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage CAL FIRE's reputation and ability to uphold the public's trust. All work performed must conform to the highest standards of scientific integrity, as well as all Federal, State and municipal laws. Suspected violations of scientific integrity will be investigated by CAL FIRE staff and may result in cancellation of grant agreement.

3. To be eligible for funding under this program, a project must further the goals of AB 32 and include a quantitative estimate of the net GHG benefit in terms of metric tonnes of carbon dioxide equivalent per the FY 2018-19 quantification methodology approved by CARB.

The quantification methodology will compare outcomes of a business-as-usual baseline scenario with that of project implementation over the quantification period. The baseline for a project will be the normal land management activities that could be expected to occur in the absence of the project. Project applicants must demonstrate that activities funded by the GGRF are activities that would not otherwise occur in the baseline scenario. Forest health projects most often will consist of a collection of individual activities spread over a large landscape. Each activity however, must be part of a logical plan to reduce GHG emissions at the project level.

4. California Forest Legacy projects funded through this solicitation will have to comply with Section 815.11 of the Civil Code:

For any conservation easement purchased with state funds on or after January 1, 2019, wherein land subject to the easement includes some forest lands, or consists completely of forest lands, to the extent not in conflict with federal law, the terms of any applicable bond, or the requirements of any other funding source, the landowner shall agree, as part of the easement management plan, to maintain and improve forest health through promotion of a more natural tree density, species composition, structure, and habitat function, to make improvements that increase the land's ability to provide resilient, long-term carbon sequestration and net carbon stores as well as watershed functions, to provide for the retention of larger trees and a natural range of age classes, and to ensure the growth and retention of these larger trees over time.

5. **All project work related must be completed by March 31, 2024.**

Conveyances

There are two options to convey lands or interests in lands with grants from the Forest Legacy Program:

- **Facilitated Donation:** The Forest Legacy Program will pay for the due diligence incurred by the landowner in making the donation. This could include cost of developing the easement, cost of developing the management plan, legal costs, surveys, title work, etc.

know the FLP Coordinator and ask questions about the program. This is also a good time for the landowner to discuss the legal aspects if s/he has not discussed this with an attorney. The FLP Coordinator will advise the landowner to seek legal counsel if s/he has not already done so and wishes to proceed with the application.

Forest Legacy Scoring Criteria

Forest Legacy applications are scored separately from the Forest Health applications and ranked out of 100 and on how well the project meets the criteria: Importance, Threat, Strategic Value, Readiness, Location, and Matching Funds

More points will be given to projects that demonstrate multiple public benefits of significance. Significance of attributes is demonstrated by the quality and scope of the attributes. More points will be given to projects that exemplify a particular attribute or combination of attributes.

Statement of Applicability to Criteria

Forest Legacy applicants must submit a statement of the proposed project's applicability to four of the Forest Legacy Scoring Criteria: 1) Importance, 2) Threat, 3) Strategic Value, and 4) Readiness. The final two criteria, Location and Matching Funds, will be scored based on information provided in the online application. The Statement of Applicability must be limited to one page, for each of the four criteria (MS Word document, 11- to 12- point Arial font.)

1. Importance – 30 points

This criterion focuses on the attributes of the property and the environmental, social, and economic public benefits gained from the protection and management of the property and its resources. This criterion reflects the ecological assets as well as the economic and social values conserved by the project and its level of significance.

A project that solidly represents a majority of the attributes outlined is viewed as significant because of its strong alignment with the purposes and value to the Forest Legacy Program. A project need not have all the attributes listed to receive maximum points for this category, but projects that contain more attributes will receive a higher score. A project brief that discusses the majority or all the attributes, but demonstrates only limited importance for each attribute, will not receive maximum or perhaps even medium ranking.

- High importance (21-30 points) - The project contains a majority of the attributes and those attributes are very significant and of high-quality.
- Medium (11-20 points) - The project contains a majority of attributes, several of which are very significant and of high-quality.

providing a buffer to public drinking water supply, containing an aquifer recharge area, or protecting an ecologically important aquatic or marine area, and/or (2) the property contains important riparian area, wetlands, shorelines, river systems, salmonid habitat or sensitive watershed lands. When allocating points consider the importance of the resource, the scope and scale of the property, and the magnitude and intensity of the benefits that will result from protection of the property. Merely being located within an aquifer recharge area or in a water supply area should not be given the same consideration as a property that makes a significant conservation contribution to water, riparian, and aquatic resources and habitats.

- G. Public Access - Protection of the property will maintain or establish access by the public for recreation; however, restrictions on specific use and location of recreational activities may exist.
- H. Scenic - The site is located within a viewshed of a government designated scenic feature or area (such as a trail, river, or highway). Federal and State designation will be given more consideration when evaluating the significance of this attribute.
- I. Historic/Cultural/Tribal - The site contains features of historical, cultural, and/or tribal significance, formally documented by a government or a non-governmental organization.

2. Threat – 20 points

This criterion estimates the likelihood for conversion. More points will be given to projects that demonstrate multiple conditions; however, a project need not have all the conditions listed to receive maximum points for this category.

During the evaluation of a threat, a landowner interested in conserving their land will not be penalized because they are not marketing their land, have not subdivided their land, or sought approval for a subdivision plan. Also, a property with an approved subdivision plan will not, without question, receive a high score in the Threatened section. The attributes outlined below must be considered to determine if the conditions exist to make conversion of a property likely and points will be allocated accordingly.

If the property has been acquired by a third party with the support of the State, threatened will be evaluated based on the situation prior to the third-party acquisition.

- Likely (11-20 points) - Multiple conditions exist that make conversion to non-forest uses likely;

- Low (0-10 points) - The property is not part of a conservation initiative, strategy, or plan or near already protected lands, but will lead to locally-focused conservation effort.

Please note: The submitted project map should support this category and it is important to make sure the application text and map are consistent.

Attributes to consider: The descriptions listed represent the ideal project for each attribute. Note that the attributes are not listed in priority order.

- A. Conservation Initiative, Strategy, or Plan - How the project fits within a larger conservation plan, strategy, or initiative as designated by either a government or non-governmental entity.
- B. Complement Protected Lands - How the project is strategically linked to enhance already protected lands including past FLP projects, already protected Federal, State, or non-governmental organization lands, or other Federal land protection programs (NRCS, NOAA, etc.).
- C. Anchor point for future initiatives - Does the land represent a potential for a future initiative for protection or is in a region that represents a unique landscape type?

4. Readiness – 6 points

This criterion is defined as the degree of due diligence completed. To demonstrate project readiness, completed items need to be specified (including completion date) in the application and credit will only be given to those items completed (one point for each completed item, with a maximum of 6 points. Projects with multiple tracts will need to have the majority of their tracts have the task completed before a point is given.):

- Documented support for the cost estimate, such as completed market analysis or preliminary appraisal.
- Cost Share commitment has been obtained from a specified source.
- A signed option or purchase and sales agreement is held by the State or at the request of the State OR At the request of the State, conservation easement or fee title is held by a third party.
- Title search is completed, including identifying any temporary or permanent protections.
- Minerals determination is completed.

- 3 points - Projects that include a match of at least 25% of the value of the easement. This can include secured funding from outside entities, and/or landowner donation.
- 4 points - Projects that include a match of at least 50% of the value of the easement. This can include secured funding from outside entities, and/or landowner donation. If a project meets this criterion, it will also be awarded the 3 points for the 25% match, for a total of 7 points.

Forest Legacy Application Process

For a Forest Legacy application to be considered complete, applicants must submit the following:

1. Online application specific to the Forest Legacy Program
2. Statement of Applicability to Forest Legacy Criteria (See pages A-4 to A-8). Saved and submitted to Box.com as 19-FH/FL/RP-UUU-XXX-SOW.doc or .pdf.
3. Required Forest Health attachments (See page 11, "Application Processes")
4. Draft conservation easement, if applying for funding for a conservation easement
5. Preliminary title report

The Project Application must be received by CAL FIRE no later than **3:00 p.m. PST on December 6, 2019.**

Forest Legacy Contacts

Stewart McMorrow, Forest Legacy Program Director
(530) 226-8940
Stewart.McMorrow@fire.ca.gov

Brook Darley, FLP Coordinator
(530) 224-1420 (office),
(916) 704-6074 (cell)
Brook.Darley@fire.ca.gov

Project Funding Process

1. In order for a project to close the project must go through a number of additional steps to ensure that the monies have been spent wisely and to comply with State laws and regulations.

APPENDIX B – FOREST HEALTH RESEARCH PROGRAM

This content in Appendix B is specific to the Forest Health Research Program

Program Overview

The Forest Health Research Program (hereafter “Research Program”) was established as part of CAL FIRE’s plan for implementing the California Forest Carbon Plan. It is one of several CAL FIRE programs funded through the California Climate Investments (CCI) program, Greenhouse Gas Reduction Fund. The intent of the Research Program is to identify outstanding questions, prioritize needs, and fund sound scientific studies that support forest landowners, resource agencies, and fire management organizations in California, and to further the goals of the California Forest Carbon Plan, CCI, and AB 32 Global Warming Solutions Act.

The Research Program operates in conjunction with the Forest Health Program, but draws from a separate source of funds. The program, processes and requirements described herein apply only to “stand-alone research” projects, where research-related activities are the only activities proposed. Research activities that are proposed as a component of larger Forest Health Program projects (referred to as “component research”) are not addressed in this appendix, but will instead be evaluated according to the main Forest Health Program procedures and criteria described on pages 6-10 above, and considered collectively with all other management activities proposed for that project.

Priority Research Topics

The following topics have been identified as priorities for study for the Research Program for FY 2019-20. Proposed research must address one or more of these priority topics. Research projects should be focused on and relevant to California ecosystems and their management.

1. Implementation, effectiveness and impacts of significantly increased pace and scale of fuel reduction and forest health treatments;
2. Public health and ecological implications of significantly increased use of prescribed fire and managed wildfire;
3. Utilization of forest residues and forest products related to fuel reduction and forest health treatments;
4. Wildfire mechanics, spread and associated impacts in wildland-urban interface landscapes;
5. Post-wildfire impacts, recovery and resilience in an altered future climate;

agreements for these grants will typically be between CAL FIRE and the student's academic advisor or university.

- **Synthesis and Tool Development:** Project should be solely or primarily focused on the synthesis of current scientific information and literature, and/or distribution of current scientific data and information for land owners, managers, and the public. Projects funded under this category should not include original research as the core focus. Examples include, but are not limited to literature reviews and development of innovative web tools for accessing data.

Project Phasing

Due to the constraints associated specifically with Research Program funds, grants that exceed two years in length will need to be funded through multiple grant agreements. Therefore, applicants proposing projects that will include work to be completed after March 31, 2022 should develop projects in 2 distinct phases, as follows.

Phase 1 should be proposed for work that will be completed prior to March 31, 2022; Phase 2 should be proposed for work that will be completed between April 1, 2022 and March 31, 2024. For projects that are selected for grant award, CAL FIRE will agree to fund Phase 1, and will fund Phase 2 but is subject to the availability of the Research Program budget in subsequent fiscal years. CAL FIRE will not make awards for which there is not reasonable expectation that both phases can be funded. However, funding for the Research Program is dependent upon the appropriation in the annual State Budget Act, where priorities can change year-over-year. This is not currently expected, but is a possibility of which applicants should be aware.

Upon selection of a Research Program application for award, a grant agreement will be written for Phase 1 of the project during the current fiscal year. An agreement for Phase 2 will be written in a subsequent (usually the next) fiscal year, contingent upon funding availability. Applicants that have been awarded Phase 1 funds will not have to compete for Phase 2 funds. *Applicants requesting funding over two phases will need to submit both the Project Budget and Phase 2 Budget worksheets in the Excel workbook provided.*

Project Eligibility

All applications will be screened for completeness and whether they meet the Research Program Eligibility Criteria. Applications must be complete and submitted by an eligible applicant before the application deadline in order to be considered. Applications that do not meet the Research Program Eligibility Criteria described below will not be scored against the selection criteria and will not be eligible for award.

Research Program Eligibility Criteria

Applications will be evaluated according to the Research Program Eligibility Criteria described below.

areas are outside of California and discontinuous with study areas within California, ample justification must be provided as to why these areas should be included, and how they support project research questions and hypotheses relevant to California ecosystems. Study areas may not be located outside the United States.

- ***Greenhouse Gas Emissions Reductions***

Research projects need not demonstrate a direct or immediate GHG benefit on their own, but applicants must provide sound justification within their application as to how the knowledge gained will ultimately result in emissions reductions, improve quantitative assessment of GHG impacts, or improve management actions or policy related to the California Forest Carbon Plan or other State climate mitigation and adaptation strategies. For research projects and activities that CAL FIRE deems may have significant GHG impact, or that physically manipulate carbon on more than 500 acres of ground, grantees may be required to quantify their impact following the CARB-approved methodology, as described in the Forest Health Program guidelines. If funded, CAL FIRE will contact and work with designated grantees to quantify GHG impacts.

- ***Project Scale***

Research activities need not be physically of “landscape-scale” or meet the minimum project size under the broader Forest Health Program. However, the information derived must be relevant and ultimately applicable to land management at these scales.

- ***Funding Limits***

The maximum allowable request for Research Program projects varies by project type, as follows: 1) General: \$500,000; 2) State Forests: \$500,000; 3) Graduate Student: \$150,000; 4) Synthesis and Tool Development: \$50,000. Please see the information about project types, funding allocations and expected number of awards in the “Funding Availability” section above. There is no minimum allowable request.

- ***Partner and Landowner Commitment***

For any on-the-ground activities proposed, applicants must have approval from land owners or managers where the research activities will occur. Applicants must demonstrate that relevant landowners are willing to provide access to study sites and allow proposed research activities to occur. Where persons or organizations other than the primary applicant will do substantive work (either paid, in-kind, or unpaid) critical to the grant deliverables and within the grant period, applicants must list partners and demonstrate their understanding and willingness to participate in the project. A brief, signed letter of commitment from each relevant landowner, land manager or project partner identified in the application should be provided submitted with the online application.

- ***Project Readiness***

Where applicable, applicants must be able to complete all environmental

of the current priority topics for the Research Program. Priority topics addressed should be identified, and a clear nexus should be made between the research questions posed and the priority topics. A compelling case should be made for how the information gained from the project will further our understanding of one or more of the priority topics, and ultimately provide information useful and relevant to management of California forests or other ecosystems.

- Methodology (20 points)

Research program applications should include a clear description of methods for addressing the research questions posed, including but not limited to study/experimental design, data collection methods, and intended analytics. The methods proposed should be well described, appropriate for addressing the research questions posed, scientifically rigorous and provide for publishable results.

- Workplan and Budget (15 points)

Research Program applications should include clear description of the plan for completing the project, including identification of key project steps or phases, an achievable timeline and list of specific deliverables. Delivery of a final project report and final project data to CAL FIRE must be included in the deliverables. Work plan should include a clear and achievable plan for scientific knowledge transfer, including but not limited to: preparation of refereed scientific journal publications, CAL FIRE or other governmental publications, websites, webinars, and workshops. Project budget should clearly show how grant funds will be spent. Costs should be reasonable in proportion to the proposed deliverables and Statement of Work. The budget must include the cost of the grant minus any income received from the sale of forest products or other goods.

- State and Local Management Plan Relevance (5 points)

Applicants should demonstrate how their activities will ultimately support the goals and objectives of the state, as identified in documents such as the California Forest Carbon Plan, California Strategic Fire Plan, or other landscape conservation and management plans (e.g. Habitat Conservation Plans, Natural Community Conservation Plans, CA Wildlife Action Plan, CA Water Action Plan, Safeguarding California) or collaborative groups (CA Forest Management Task Force, CA Regional Forest and Fire Capacity Program). Applicants may also demonstrate the project's relevance to any local/regional established research and management needs and priorities. For projects occurring on Demonstration State Forests or other state-managed lands, additional consideration will be given to projects that address research needs identified in Demonstration State Forest management plans or identified by the Forest Manager.

- Priority Landscapes and Projects Relevance (5 points)

Research Program applicants should evaluate their proposed study areas against CAL FIRE-FRAP Priority Landscape Maps. Additional consideration will

- **Project and Personal Support (5 points)**
Research Program applicants should demonstrate support for the proposed project from land owners, managers, agencies and/or subject matter experts beyond simple approval of project activities. At least one signed letter of support for the project or primary project staff should be provided with the application from individuals or organizations other than primary project partners, participants or landowners. For graduate student applicants, this letter should come from their academic advisor, major professor or other guiding academic faculty. Additional letters of support are allowed. Letters should be addressed to: Chief Helge Eng, Deputy Director, Resource Management, California Department of Forestry and Fire Protection.

Application Submission Process

Applicants to the Research Program must follow the three-step application process and deadlines for the Forest Health Program described on page 11 above. Be sure to note requirements specific to Research Program applications.

Special Requirements for Research Program Applications

In addition to the noted requirements in the Forest Health Application Procedures, please note the following special requirements for Research Program applications.

- ***Scope of Work***
The Scope of Work for Research Program applications will differ from other Forest Health Program applications. The Scope of Work is limited to 10 pages using 11-point or greater Arial font or similar, including figures and tables. It should include the following, at minimum (please note point values listed in the scoring criteria described above):
 - Problem statement, including research questions and/or hypotheses
 - Relevance to Research Program priority topics
 - Methods
 - Workplan, including brief budget summary and timeline (detailed budget and timeline will be supplied separately in required spreadsheet).
 - Knowledge transfer and outreach plan
 - Relevance to state and local plans and strategies
 - Relevance to state priority landscapes and projects
 - Description of greenhouse gas benefits
 - Relevance to long-term forest management and project co-benefits

of the awarded projects to each other and with Research Program goals and priority topics.

CAL FIRE reserves the right to fund projects in total or in part, whichever best serves the objectives of the Research Program. Project applicants that are selected to receive partial funding will be provided additional information on their revised funding amount and any other changes to their application as needed.

Award Notification

Project applicants will be notified by mail and email if they have, or have not been, selected to receive funding.

Successful applications will be summarized and posted to CAL FIRE's Forest Health grants webpage within two weeks of the decision to fund. Applications will be treated in accordance with the Public Records Act requirements, and certain information, subject to those requirements, may be publicly disclosed.

General Grant Conditions and Project Administration

All general conditions and requirements for project administration under the Forest Health Program (see page 18) also apply to the Research Program. In addition, please note the following.

Project Reporting

All project reporting requirements for the Forest Health Program also apply to the Research Program. Final reports for Research Program projects should be of similar rigor and quality to a manuscript prepared for a peer-reviewed academic journal, and should include methods, results, and discussion, at a minimum. There is no page limit for Research Program final reports, and as such any photo documentation and relevant supplemental information such as maps, tables and figures that might not otherwise be included in a journal manuscript are allowed and encouraged where deemed important by the Project Manager (Principal Investigator).

Scientific Integrity

Scientific integrity is vital to all CAL FIRE activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage CAL FIRE's reputation and ability to uphold the public's trust. All work performed must conform to the highest standards of scientific integrity, as well as all Federal, State and municipal laws. Suspected violations of scientific integrity will be investigated by CAL FIRE staff and may result in cancellation of grant agreement.

Site Access

During the grant period, access to research field sites is at the discretion of the Project Manager (Principal Investigator) and shall be coordinated with the owner or manager of the land where the research occurs. Following the conclusion of the grant period,

APPENDIX C – EXPLANATION OF TERMS

TERM	EXPLANATION
Agreement	A legally binding agreement between the State and another entity.
Amendment	A formal modification or a material change of the agreement, such as term, cost, or scope of work.
Application	The form identified as Attachment A and supporting attachments for grants required by the enabling legislation or program, or both.
Authorized Representative	The designated position identified in a resolution as the agent to sign all required grant documents including, but not limited to, grant agreements, application forms and payment requests.
CEQA	The California Environmental Quality Act is a law establishing policies and procedures requiring agencies to identify, disclose to decision makers and the public, and attempt to lessen significant impacts to environmental resources that may occur as a result of a proposed project.
Contractor	An entity contracting with the grantee for services and generally receives a Form 1099 for tax purposes.
Employee	Individuals employed directly by the grantee and generally receives a W-2 for tax purposes.
Forestland	As in Public Resources Code § 4793, land at least 10% occupied by trees of any size that are native to California.
Indirect Costs	Expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not usually identified specifically with a grant, grant agreement, project or activity, but are necessary for the general operation of the organization. Indirect costs include salaries and benefits of employees not directly assigned to a project, which provide functions such as personnel, business, information technology or janitorial services, and salaries of supervisors and managers. Indirect costs may only be applied as a % of direct costs within the agreement.

APPENDIX D – PROJECT BUDGET, TREAMENT AREAS, WORK PLAN, ENVIRONMENTAL COMPLIANCE

Using the Excel workbook provided on the Forest Health Grants webpage, applicants must complete all worksheets unless otherwise noted (see ReadMe page of the workbook for more information). CAL FIRE reserves the right to fund only a portion of the proposed budget items. Up to 12% of the total direct costs, *excluding equipment costs*, is allowable as indirect costs.

Worksheet #1: Budget

CAL FIRE Tracking # (as assigned)
Project Title

CAL FIRE Forest Health Program
California Climate Investments

Organization

Worksheet 1: Grant Info

Budget Item	Description	Units (if applicable)	Rate (if applicable)	CAL FIRE Grant Share	Program Income	Grantee Match	Total
A. Salaries and Wages							
(Job title/Classification/Role)		(# hours)	(\$/hour)	-	-	-	-
B. Employee Benefits							
(Job title/Classification/Role)		(# hours)	(\$/hour)	-	-	-	-
C. Contractual							
(Role in project)		(e.g., # hours, # acres, # BDT)	(e.g., \$/hour, \$/acre, \$/BDT)	-	-	-	-
D. Travel							
		(e.g., # miles)	(e.g., \$/mile)	-	-	-	-
E. Supplies							
F. Equipment							
G. Other							
TOTAL DIRECT COSTS							
INDIRECT COSTS							
TOTAL GRANT PROPOSED COSTS							

(12% max for CAL
FIRE Grant Share
and Program
Income, excluding
equipment)

Specify the treatment areas, ownership type, and funds to be spent by treatment.

List only one ownership type and only one treatment type per row. You may need to list each area more than once. Add more rows if needed. All treatment areas must be included.

Total acres treated in grant project:
Count each acre only once even if it has multiple activities.

Worksheet #4: Environmental Worksheet

CAL FIRE Tracking # (as assigned)
Project Title

Worksheet 4: Environmental Compliance

Date:

(Forest Legacy applicants need not complete unless forest treatments are being proposed using CCI grant funds.)

Total funding for completing CEQA in CCI budget (if applicable):

Environmental Documents Completed and Filed: Use this form for treatment activities covered by environmental documents that have been completed the State Clearinghouse.

Treatment Area	Treatment Type	Month, Year work will be completed	Lead Agency (federal)	Federal Env'tl. Compliance Doc.	Lead Agency (state)	State Env'tl. Compliance Doc.	Doc #	Date fil
E.g., "Climate Ridge"	E.g., Mastication, reforestation		E.g., USFS	E.g., NEPA	E.g., CAL FIRE	E.g., exemption		

Notes:

Environmental Documents Not Completed: Use this form for treatment activities for which environmental documents have NOT been completed.

Treatment Area	Treatment Type	Month, Year work will be completed	Lead Agency (federal)	Federal Document Being Prepared	Lead Agency (state)	State Document Being Prepared	Contractor completing documentation	Completion

Notes:

APPENDIX F – PRIORITY POPULATIONS

Evaluation Criteria for Providing Benefits To Priority Populations CAL FIRE FOREST HEALTH GRANTS

California Climate Investments
2018 Funding Guidelines
Benefit Criteria Tables

Project Types:
**LAND RESTORATION & FOREST HEALTH
LAND CONSERVATION**



As part of California Climate Investments (CCI), a portion of CAL FIRE's Forest Health grants are required to meet minimum levels of investments in projects that benefit residents of disadvantaged communities, low-income communities, and low-income households, collectively referred to as "priority populations."

In order for a project to count toward these minimums it must be located within an identified community and benefit individuals living within that community, or directly benefit residents of low-income households anywhere in the State. In its evaluation of Forest Health applications, CAL FIRE will determine if a project meets the criteria for providing direct, meaningful, and assured benefits to priority populations using the following evaluation approach:

- Step 1: Identify the Priority Population(s).** Be located within a census tract identified as a disadvantaged community or low-income community, or directly benefit residents of a low-income household;
- Step 2: Address a Need.** Meaningfully address an important community or household need for the disadvantaged community, low-income community, or low-income household; and
- Step 3: Provide a Benefit.** Using the evaluation criteria, identify at least one direct, meaningful, and assured benefit that the project provides to priority populations. The benefit provided must directly address the identified need.

Only investments that meet these three criteria will be given full credit (10 points) for the Forest Health Grant Selection Criteria, "Disadvantaged and/or Low Income Community Benefit." CAL FIRE can and will fund projects that otherwise provide meaningful benefits, but do not meet these criteria; however, those projects will not be counted toward CCI investment minimums.

Attached are two criteria tables designed to enable applicants to make an objective "yes" or "no" decision about whether their proposed project provides a benefit to a priority population. The LAND RESTORATION & FOREST HEALTH table is to determine priority population benefit for land management treatment activities, while the LAND CONSERVATION table is to determine the benefit for acquisitions and conservation easements.

CAL FIRE refers to CARB's Funding Guidelines (www.arb.ca.gov/ccfundingguidelines) for direction on how to use these criteria table in program design and implementation, project evaluation, project selection, and reporting.

Table 1 Cont'd: LAND RESTORATION & FOREST HEALTH

Step 2 – Address a Need (continued). *Identify an important community or household need and evaluate whether the project provides a benefit that meaningfully addresses that need.*

- ☐ C. **Alternative Approach:** Where direct engagement is infeasible, look at the individual factors in CalEnviroScreen 3.0 that are most impacting an identified disadvantaged or low-income community (i.e., factors that score above the 75th percentile), and confirm that the project will reduce the impacts of at least one of those factors; or
- ☐ D. **Alternative Approach:** Where direct engagement is infeasible, refer to the list of needs for priority populations in CARB's Funding Guidelines Table 5 (see attached) and confirm that the project addresses at least one listed need.

Describe identified community or household need(s):

If the project addresses a community or household need as described in Step 2, proceed to Step 3. If the project does not address a community or household need, it will not meet the "Disadvantaged and/or Low Income Community Benefit," and no further evaluation is needed.

Step 3 – Provide a Benefit. *Evaluate the project against each of the following criteria to determine if it provides direct, meaningful, and assured benefits to priority populations. The benefit provided must directly address the identified need.*

Project must meet at least one of the following benefit criteria:

- ☐ A. Project restores a site that allows public access;
- ☐ B. Project significantly reduces flood risk to households within one or more disadvantaged or low-income communities;
- ☐ C. Project significantly reduces fire risk to households within one or more disadvantaged or low-income communities;
- ☐ D. Project provides regular and ongoing educational opportunities through partnerships with schools or non-profit organizations located in disadvantaged or low-income communities and site access to residents of these communities.

If the project meets the criteria in Steps 1, 2, and 3, it will be considered as providing direct, meaningful, and assured benefits to priority populations and will be given full credit (10 points) for the Forest Health Grant Selection Criteria, "Disadvantaged and/or Low Income Community Benefit."

Table 2 Cont'd: LAND CONSERVATION

Step 2 – Address a Need (continued). Identify an important community or household need and evaluate whether the project provides a benefit that meaningfully addresses that need.

- ☐ C. **Alternative Approach:** Where direct engagement is infeasible, look at the individual factors in CalEnviroScreen 3.0 that are most impacting an identified disadvantaged or low-income community (i.e., factors that score above the 75th percentile), and confirm that the project will reduce the impacts of at least one of those factors; or
- ☐ D. **Alternative Approach:** Where direct engagement is infeasible, refer to the list of common needs for priority populations in CARB's Funding Guidelines Table 5 (attached) and confirm that the project addresses at least one listed need

Describe identified community or household need(s):

If the project addresses a community or household need as described in Step 2, proceed to Step 3. If the project does not address a community or household need, it does not meet the "Disadvantaged and/or Low Income Community Benefit," and no further evaluation is needed.

Step 3 – Provide a Benefit. Evaluate the project against each of the following criteria to determine if it provides direct, meaningful, and assured benefits to priority populations. The benefit provided must directly address the identified need.

Project must meet at least one of the following benefit criteria:

- ☐ A. Project preserves a site that allows public access;
- ☐ B. Project significantly reduces flood risk to households within one or more disadvantaged or low-income communities;
- ☐ C. Project maintains water quality and health of watersheds serving priority populations through avoiding the conversion of forest lands or wetlands that would have resulted in impacts to nearby water bodies located in the same or a directly adjacent disadvantaged or low-income community as the project;
- ☐ D. Project increases food access to priority populations through regular farmers markets, donations to food banks or distribution centers serving residents of disadvantaged or low-income communities, or low-income households;
- ☐ E. Project provides regular and ongoing educational opportunities through partnerships with schools or non-profit organizations located in disadvantaged or low-income communities and site access to residents of these communities.

If the project meets the criteria in Steps 1, 2, and 3, it will be considered as providing direct, meaningful, and assured benefits to priority populations and will be given full credit (10 points) for the Forest Health Grant Selection Criteria, "Disadvantaged and/or Low Income Community Benefit."

APPENDIX G – SAMPLE RESOLUTION

A signed resolution, similar to this sample, will be required prior to the signing of a Grant Agreement. Applicants are encouraged to submit a draft resolution with the Project application. Resolutions are required from non-profit and local agency applicants only.

RESOLUTION (non-profit applicants must have resolution signature notarized)

NOTE: DO NOT CHANGE THE FORMAT OR VERBIAGE IN THIS RESOLUTION FORMAT WITHOUT WRITTEN APPROVAL OF CAL FIRE STAFF.

Resolution No.: _____

RESOLUTION OF THE _____ (Title of Governing Body/City Council/ Board of Supervisor/Board of Directors) OF _____ (City/County/District/Not-for-Profit/etc.) FOR FUNDING FROM THE FOREST HEALTH GRANT PROGRAM AS PROVIDED THROUGH CALIFORNIA CLIMATE INVESTMENTS.

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted State of California Greenhouse Gas Reduction Funding, which provides funds to the State of California and its political subdivisions for California Climate Investments, including forest health programs; and

WHEREAS, the State Department of Forestry and Fire Protection has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies, non-profit organizations, and others under the program, and

WHEREAS, said procedures established by the State Department of Forestry and Fire Protection require the applicant to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out a forest health project;

NOW, THEREFORE, BE IT RESOLVED that the (Title of Governing Body):

1. Approved the filing of an application for "California Climate Investments" Forest Health grant program funds; and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,
3. Certifies that funds under the jurisdiction of (Governing Body) are available to begin the project.
4. Certifies that said applicant will expend grant funds prior to March 30, 2024.
5. Appoints (Position Title #1), (Position Title #2), or a designee, as agent of the (Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the aforementioned project.

Approved and adopted the _____ day of _____, 20____. I, the undersigned, hereby certify

that the foregoing Resolution, number _____ was duly adopted by the following roll call vote.
(City Council/Board of Supervisor/Board of Directors)

Ayes: _____ Noes: _____ Absent: _____ (Clerk) Notarized Seal:

