Clean Mobility Options
Vouchers for Disadvantaged Communities

Work Group Meeting #2:
Key Program Design Considerations

August 16, 2019

Today's Agenda

1. Introductions (CARB)

2. Program Goals and Objectives (CARB)

3. Update on Topics Covered in Work Group #1 (SUMC/CALSTART)

4. Application Evaluation and Voucher Process (CALSTART)

5. Geographic Equity in Funding Allocations (SUMC)

6. Vehicle and Equipment Eligibility (SUMC)

7. Infrastructure Eligibility (SUMC)

8. Capacity Building and Outreach Plan (GRID Alternatives and LGC)

9. Next Steps (CALSTART/SUMC)

Introductions

Program Goals and Objectives

Program Goals

Improve disadvantaged communities (DAC)* access to clean mobility options that are safe, reliable, convenient, and affordable while also furthering:

» **Mobility equity**

» **Climate mitigation and local air quality**

» **Increased zero-emission vehicle (ZEV) adoption**

» **Reduced vehicle miles travelled (VMT)**

» **Workforce development**

Prioritizes mobility equity and implements SB 350 recommendations

DACs are defined as 75th percentile in CalEnviroScreen 3.0

Program Objectives

» Streamline access to funds for underserved communities

» Support "small-scale" projects

» Ensure geographical equity in funding

» Build capacity to support voucher recipients in achieving goals

» Ensure the longevity of projects

Process for Developing Project Criteria

» Proposed criteria are based on a variety of factors, including but not limited to:

    » Anticipated project costs

    » Lessons learned

    » Stakeholder feedback

» To be refined and finalized through a robust public process

» To be included in the Program Implementation Manual and Terms and Conditions documents

Summary of Program Design Elements

» **Covered in Work Group #1 (July 12th):**
  - » Applicant Eligibility
  - » Project Eligibility
  - » Eligible Costs
  - » Project Area and Minimum Benefits
  - » Maximum Voucher Amounts

» **Today's Topics:**
  - » **Application Evaluation and Voucher Process**
  - » **Geographic Equity in Funding Allocations**
  - » **Vehicle and Equipment Eligibility**
  - » **Infrastructure Eligibility**

Summary of Program Design Elements (cont.)

» **Future Work Group(s) - September**

  » Application Evaluation and Voucher Process **(continued)**

    » Vouchers for Community Transportation Needs Assessments

    » Sorting process for qualified applications

  » Match Requirements

  » Applicant Terms and Conditions

  » Operator Eligibility

  » Voucher Breakdown by Cost Category

Key Topics from Work Group #1

» Project Criteria Discussed in WG #1 (July 12, 2019)
  » Applicant Eligibility
  » Qualified Mobility Provider Directory
  » Project Area
  » Project Models
» Match Requirements
» Transportation Needs Assessments

Responses to Stakeholder Feedback (WG #1)

Applicant Eligibility

- » Lead applicants are limited to submit **one application** with a request of **no more than $1 million**
- » Counties with multiple **unincorporated communities** (e.g. no local municipalities to represent them) may be allowed to **apply for multiple projects**

Qualified Mobility Provider Directory (QMPD)

- » Currently considering how to leverage across multiple CARB programs
- » Providers to clarify their **experience with** particular **local communities**
- » Must have **at least 1 year experience** providing service
- » Creating with **equity lens** to encourage **local providers from DACs**

Responses to Stakeholder Feedback (cont.)

Project Area

» **Infrastructure/services** may be sited up to **20% outside** of project area **in terms described by applicants** (e.g. funding, area, route length, etc.) as needed

Project Model

» Criteria are designed to **encourage use of high occupancy vehicles** rather than single occupancy vehicles

Match Requirements

» **Reduce burden** on applicants as much as possible

Responses to Stakeholder Feedback (cont.)

Community Transportation Needs Assessment

» Goal is to ensure **meaningful community residents' engagement**

» Will incorporate use of **quantitative and qualitative data**

» Intended to be **simple and not burdensome**

» **Community Transportation Needs Assessment Projects as a separate voucher**

  » Applicants may seek funding for only transportation needs assessment, if desired. The assessment can be used to fulfill this criteria requirement of the application for a subsequent funding window
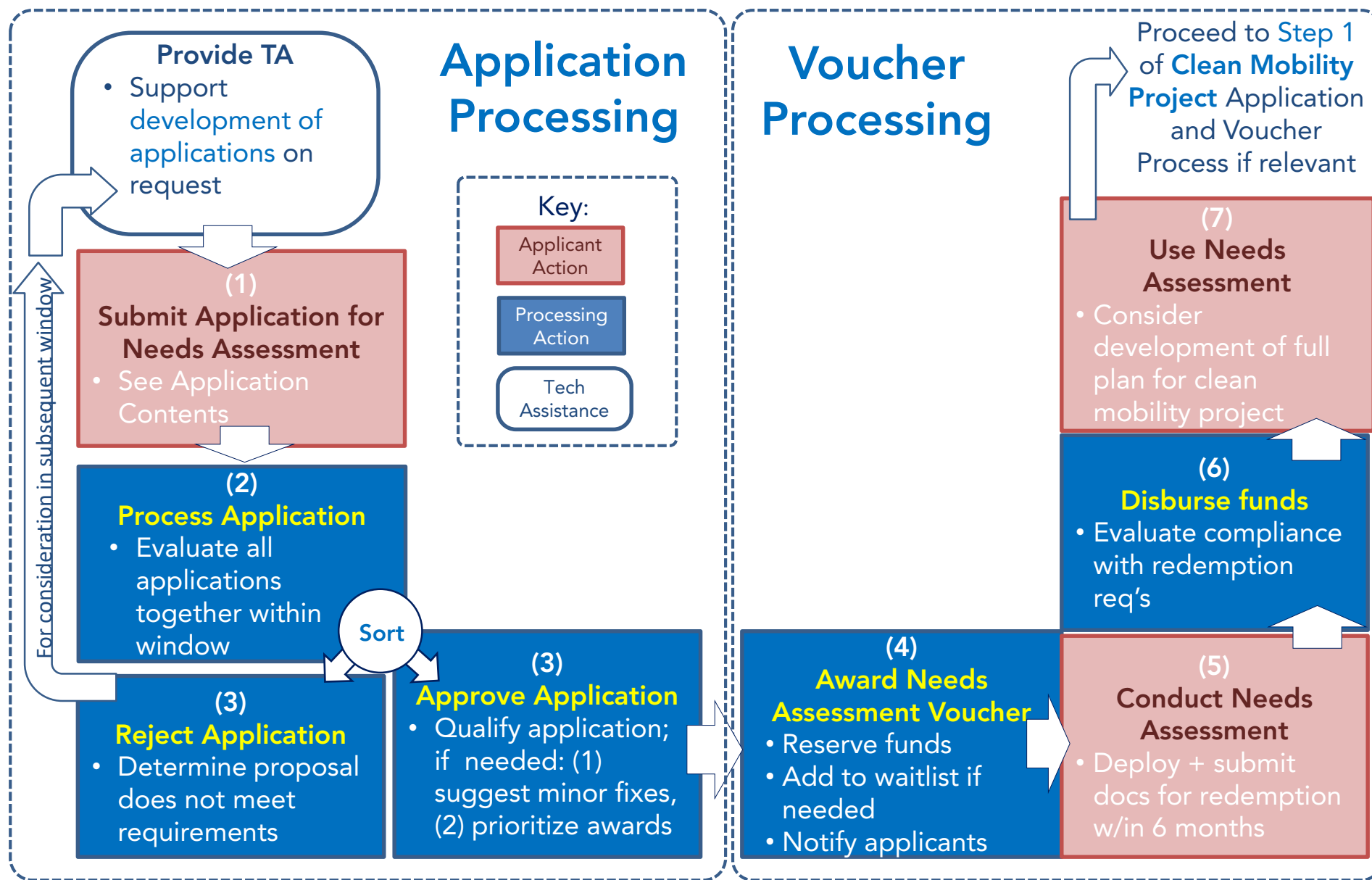
Cash flow

» Vendors and project partners may invoice the administrator directly on behalf of lead applicants for qualified purchases

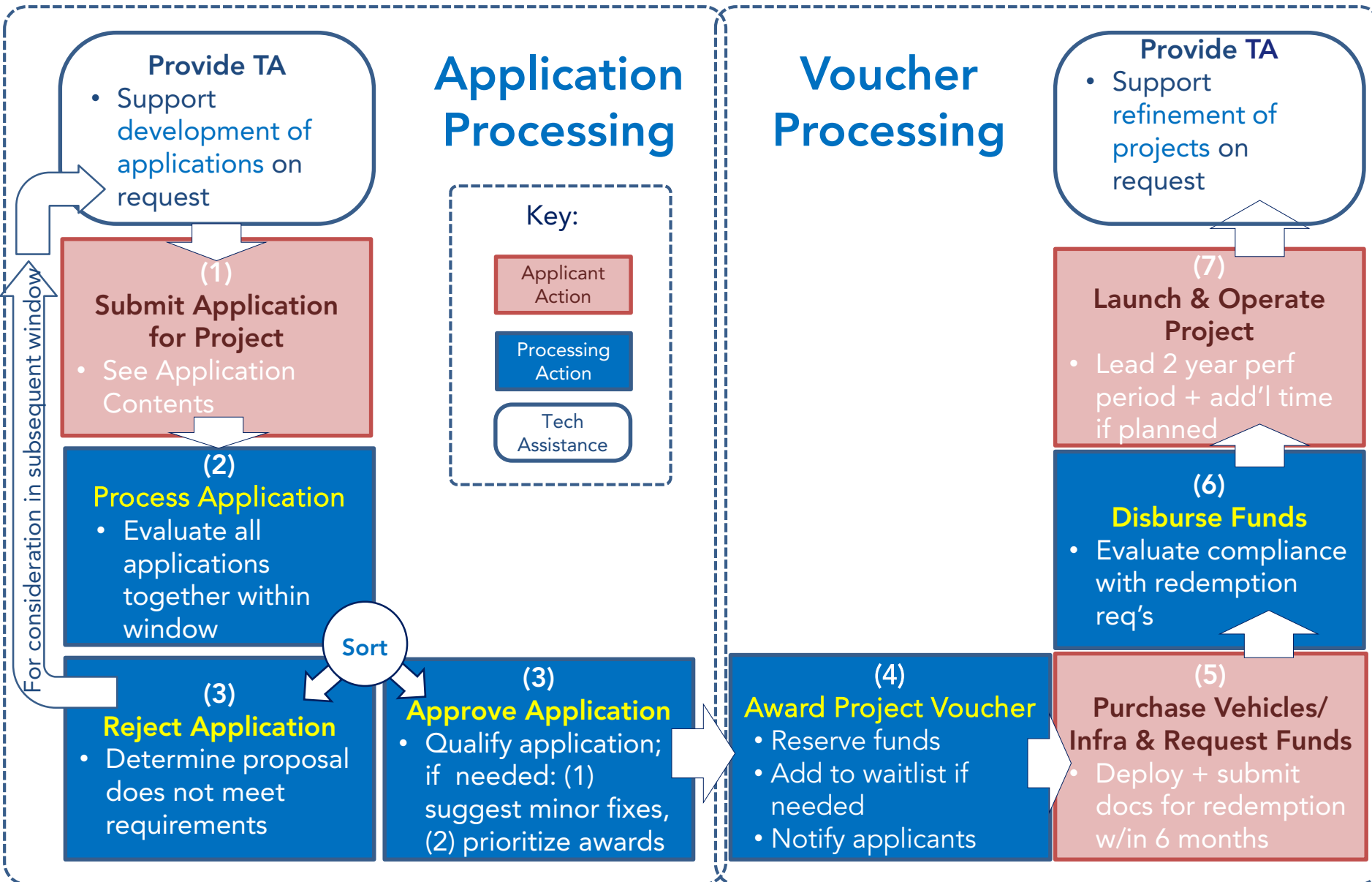# Application Evaluation and Voucher Process

Application and Voucher Process Overview
(Community Transportation Needs Assessment Project)

Application Processing

Voucher Processing

Proceed to Step 1 of **Clean Mobility Project** Application and Voucher Process if relevant

Provide TA
- Support development of applications on request

For consideration in subsequent window

Key:
- Applicant Action
- Processing Action
- Tech Assistance

(1)
Submit Application for Needs Assessment
- See Application Contents

(2)
Process Application
- Evaluate all applications together within window

Sort

(3)
Reject Application
- Determine proposal does not meet requirements

(3)
Approve Application
- Qualify application; if needed: (1) suggest minor fixes, (2) prioritize awards

(4)
Award Needs Assessment Voucher
- Reserve funds
- Add to waitlist if needed
- Notify applicants

(5)
Conduct Needs Assessment
- Deploy + submit docs for redemption w/in 6 months

(6)
Disburse funds
- Evaluate compliance with redemption req's

(7)
Use Needs Assessment
- Consider development of full plan for clean mobility project

Application and Voucher Process Overview
(Clean Mobility Project)

Application Processing

Voucher Processing

Provide TA
- Support development of applications on request

For consideration in subsequent window

(1)
Submit Application for Project
- See Application Contents

(2)
Process Application
- Evaluate all applications together within window

Sort

(3)
Reject Application
- Determine proposal does not meet requirements

(3)
Approve Application
- Qualify application; if needed: (1) suggest minor fixes, (2) prioritize awards

Key:

Applicant Action

Processing Action

Tech Assistance

(4)
Award Project Voucher
- Reserve funds
- Add to waitlist if needed
- Notify applicants

(5)
Purchase Vehicles/ Infra & Request Funds
- Deploy + submit docs for redemption w/in 6 months

(6)
Disburse Funds
- Evaluate compliance with redemption req's

(7)
Launch & Operate Project
- Lead 2 year perf period + add'l time if planned

Provide TA
- Support refinement of projects on request

Application Contents – Intent

» Streamlined and accessible

» Consistent with program goals and requirements

» Inclusive participation, with equal opportunity for under-resourced entities

» Result in projects that significantly benefit communities and are likely to succeed within program guidelines

» Gather sufficient required materials without being burdensome

» Enable flexibility for applicants who need Technical Assistance to complete the application

Application Contents – Proposal

1. **Project Narrative:** Description of project and work plan, defining the mobility challenges that project will address, and how solution will advance the goals of program

2. **Community Transportation Needs Assessment:** Documentation that the proposed project is responsive to transportation needs identified by the residents through community engagement, such as:

   A. Input from community meetings or workshops

   B. Community resident surveys

   C. Existing transportation studies or plans that included a meaningful community engagement element

   D. Partnerships with Community Based Organizations

3. **Project Area Profile:** Description of geographical boundaries and basic demographics

Application Contents – Proposal (cont.)

4. **Infrastructure Site and Needs Profile:** Description of infrastructure for project with address/location of sites, and list of permit requirements

   A. If applicant does not have site control, a letter of commitment/support from the site owner or responsible entity (including relevant public agency in the case of public right-or-way) is required

   B. If EVSE installation is categorized as "not simple", applicant must provide contingency plan using a "simple" model (See Infrastructure Site and Need Profile – Guidelines)

5. **Financial Sustainability Plan:** A descriptive narrative of plan for financial sustainability and risk management. The plan should describe:

   A. Strategies for sustaining services beyond the voucher performance period (2 years) and to at least the minimum intended run time of the project (4 years)

   B. Contingency plan for ensuring vehicles and equipment continue to benefit the community if services are not sustained

Application Contents – Proposal (cont.)

6. **Team Profile:** Description of team-members including applicant and sub-contractor(s) organizations and individual team members with roles, responsibilities, and relationships. Disclosure of any required public process for approval including who has authority to approve, process for approval, and anticipated approval timelines

7. **Estimated Costs Sheet:** Description of requested funding and total amount for vouchers

8. **Community Outreach Plan:** Discussion on plans to advertise and promote the service to residents, and plan for outreach to businesses, residents, or other stakeholders who may be affected by new construction or other aspects of the project

9. **Terms and Conditions:** Agreement to key terms and conditions including data/survey collection and reporting

10. **Letters of commitment:** Entities who are not public agencies need a letter of commitment from the relevant public agency with jurisdiction over project area. Entities relying on services from third-party mobility providers need a letter of commitment describing their role

Application Process – Intent

» Provide applicants transparency into whether they can expect an award at the time they apply

» Inclusive participation: Support under-resourced entities to ensure they have the same opportunities as well-resourced applicants

» Distribute funds in an equitable manner

» Provide technical assistance to develop applications

» A "second chance" to those that show promise but are not ready to implement

Application Process – Proposal

» Modified first-come, first-serve approach: Applications are evaluated based on objective eligibility criteria, batched together in one or more application windows as funding allows

» Application window opens and stays open for ~1 month

» Entities submit applications at any time during the open window, with all applications received during the window together and no advantage to early applications

» When window closes, administrator evaluates all applications, and either approves or rejects

» Subsequent window(s) will open based on available funding

Application Process – Proposal (cont.)

Evaluation leads to one of the following:

APPROVED:

» Applications that **meet eligibility criteria** are considered "**qualified**" Administrator may assist applicants to make minor fixes and still evaluate and qualify applications in this same step

» Qualified applications are "approved" based on available funding

  » If funding supply > funding demand, all qualified applications are approved and awarded voucher

  » If funding supply < funding demand, qualified applications are **prioritized** in order according to **"need and readiness"** *(to be defined in Work Group 3)*

» Applications that are qualified but not approved (i.e. meet eligibility criteria but funding not available) are added to the waitlist to be funded if money is available in future

REJECTED:

» Proposals that do not meet eligibility criteria are rejected. Administrator will provide feedback on case-by-case basis

Application Process – Proposal (cont.)

Summary of **Technical Assistance** in Application Process:

» **Prior to submitting application**: Applicants may request technical assistance (TA) to complete the application and be qualified within the current window

» **After application submission**: Administrator may:

  » Suggest minor corrective action to applications to allow them be re-evaluated within the same window

  » Provide TA for applications that need more substantial improvements to develop and re-submit in subsequent window (to be scored alongside other projects with no advantage)

Voucher Process – Intent

» Disburse funds to applicants in a timely manner

» Ensure that applicants are accountable to liquidate funds by deadline (early 2021), or return voucher within specified timeframe to enable another entity to apply for voucher and use funds

» Minimize obstacles for entities to participate (e.g. cash flow constraints)

Voucher Process – Proposal

Voucher Award:

» All approved applications are awarded a voucher

» One voucher is awarded per approved application

» Voucher is the Administrator's promise to repay

» Voucher is applicant's signed contract with CALSTART and CARB to meet program requirements throughout project development and implementation

» Vouchers are inherently all different sizes, and comprised of multiple cost components according to the applicant's project budget and scope

» Vouchers expire after **6 months** from notice of award

» Applicants may request 3-month renewal on case-by-case basis

Voucher Process – Proposal (cont.)

Funds Disbursement:

» Vouchers are **"Redeemed"**: Funds are disbursed as applicants satisfy redemption requirements as following:

Vehicles:

» Proof of payment
» Proof of ownership (vehicle reg or leasing docs)

Infrastructure:

» Proof of payment
» Proof of ownership (registration doc and picture of installation)
» Proof of permits and permissions if applicable

Planning, Operations and Maintenance

» Reimbursement basis (at any time) of all other budgeted project costs with documentation of receipts for direct costs or staff labor

Voucher Process – Proposal (cont.)

Funds Disbursement:

» Individual cost components of the project may be redeemed separately

» Before disbursing any of the **second half of funding** to an entity, the entity must provide documentation that the project has secured all needed permits and match contributions are current

» By arrangement, project vendors may invoice administrator directly **(for values >$10k)**

» Vouchers (and portions of vouchers) that are not redeemed by expiration date will be considered **expired** and funds will be added back to general pool immediately

Geographic Equity in Funding Allocations

Regional Fund Allocation – Intent

Ensure geographical equity of funding, defined by three considerations:

- » **Statewide coverage**
- » **Regional share of population in disadvantaged communities**
- » **Regional share of Clean Mobility Options funding to date**

Regional Fund Allocation – Proposal

Region	Counties	Population in Eligible Project Areas (DACs+)	Share of Statewide DAC+ Population	CARB CMO Funding to Date	$/Person to Date	Proposed CMO Voucher Funding
Northern CA	Santa Clara, Sacramento and points north	870,531	**9%**	$6,613,847	**$7.60**	**$1,000,000**
San Joaquin Valley, Central California	South to LA, Ventura	2,279,069	**23%**	$3,268,019	**$1.43**	**$3,000,000**
Los Angeles Metro	LA, Ventura, Orange	4,957,193	**50%**	$4,669,343	**$0.94**	**$4,000,000**
Inland Empire and Border	Riverside, San Bernardino, San Diego, Imperial	1,739,775	**17%**	$0	**$0**	**$4,000,000**
Federally-Recognized Tribal Authorities	NA	27,060	**<1%**	$0	**$0**	**$1,000,000**

Note: Up to $1 million proposed as a separate fund for Needs Assessments-only projects

Regional Fund Allocation – Proposal (cont.)

Legend:
- Los Angeles Metro
- Inland Empire and Border
- San Joaquin Valley and Central California
- Northern California

Vehicle and Equipment Eligibility

Vehicle Eligibility – Intent

» Ensure the cleanest vehicles are used whenever feasible

» Allow for flexibility in purchasing terms to encourage affordability

Vehicle Eligibility – Proposal

» Purchased or leased

» New or used

    » If used, must pass inspection, and replacement battery is an eligible cost

    » No older than 4 years, no more than 48,000 miles

» **Zero-emission vehicles only*.** Eligible vehicles are:

    » Those eligible for CVRP (Clean Vehicle Rebate Project)

    » Those eligible for HVIP (Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project)**

    » Neighborhood electric vehicles

» Must be maintained throughout performance period

*Battery-electric, plug-in hybrids, and fuel-cell vehicles are eligible are considered ZEVs for this project

**Cannot stack CVRP or HVIP rebates for a new vehicle purchased with a project voucher

Bike/Scooter Eligibility

Intent: Allow flexibility in deploying traditional and emerging types of clean mobility options

Proposal:

» Can be new or used
» Non-motorized or electric
» Must be maintained throughout performance period
» Other micro-mobility options may be eligible with approval on case-by-case basis

Infrastructure Eligibility

Electric Vehicle Supply Equipment Eligibility

Intent:

» Ensure that charging infrastructure necessary to run the service is available

» Allow for flexibility in equipment types and partnership approaches

Proposal:

» Must be associated with core project model

» May include use of existing charging networks

» May include mobile charging technologies

» May include fees for ongoing maintenance

» Up to Level 2 power only (e.g. 19.2 kW)

» Vehicles may be equipped for and use charging above Level 2, but Level 3 EVSE must be funded separately and not be critical to successful implementation of the project

» Depending on complexity of proposed EVSE installation process, applicant may require to provide a contingency plan

Infrastructure Site and Needs Profile – Guidelines

EV Charging Models In Order of Setup Time

Simple

- » **<1 Day:** L1 charger (overnight charge) on owned/controlled site. Plug in to existing 120 or 240v outlet and charge immediately with no construction.
- » **<1 Day:** Retail use of existing public charger network, e.g. ChargePoint. Just set up an account. (see DOE map)
- » **<1 Month:** Business partnership with provider of existing public charger network to use underutilized chargers
- » **<1 Month:** Use of portable charging device with existing plug in. (e.g. Freewire)
- » **2-3 Months**: Construction of Level 2 charger under conditions that support a relatively fast installation time:
    - » Site and right-of-way are owned/controlled by lead applicant
    - » No service drop, undergrounding, or complicated interconnections needed
    - » Location is in a county that is AB-1236 compliant (fast permitting)[1]

    Setup time is therefore a function of planning (e.g. agreement with EVSP and engineering), an expectation of fast permitting and no other required approvals, and brief construction phase.

Not simple

- » **6 months to ∞:** Installation of Level 2 charger that does not meet criteria above (e.g. applicant lacks site control, needs a service drop or other serious utility interconnection, and/or is not in a county that is AB-1236 compliant).

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Electric Vehicle Charging Station Permitting: Guidebook (GoBiz July 2019)

Bike/Scooter Infrastructure Eligibility

Intent:

» Develop infrastructure that addresses common challenges around shared bike and scooter utilization, such as charging, parking, and safety

Proposal:

» Must be associated with core project model

» Docking, securement, storage, and related infrastructure for parking are eligible

» Materials for developing dedicated rights-of-way including barriers, bollards, platforms, paint, signs, and signals are eligible

Capacity Building and Outreach Plan

Outreach and Capacity Building

1. Outreach Events
2. Other Outreach Activities
3. Tools and Resources
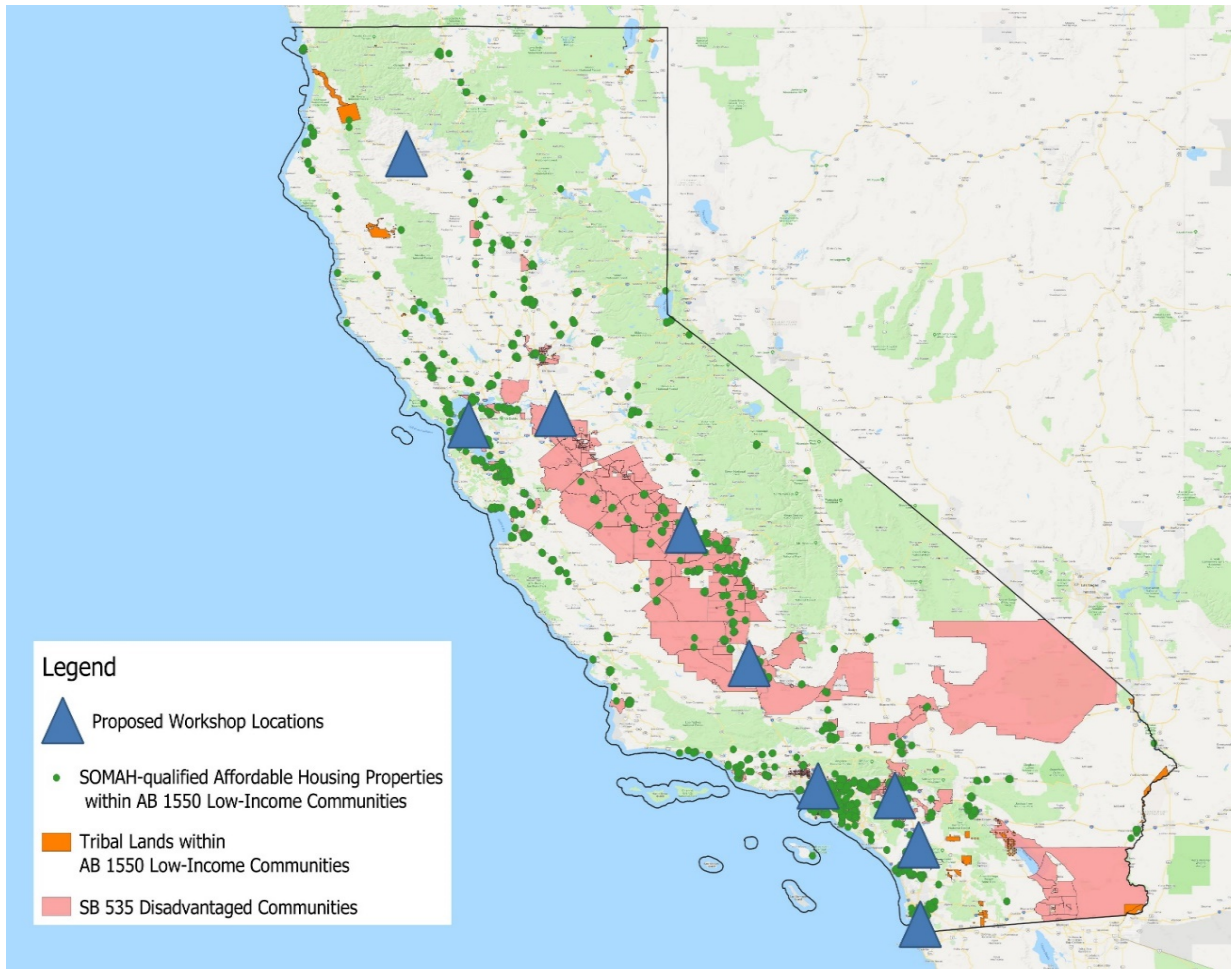4. Technical Assistance
5. Partnership Facilitation

Outreach Events

Goals:

» Provide information on application process and requirements

» Provide direct engagement on project concepts

» Spread awareness of this unique funding opportunity

Proposed Locations:

Southern CA	Central California	Northern CA
Los Angeles San Diego Riverside City Temecula	Fresno Stockton Bakersfield	Oakland Arcata

Project Area Map with Outreach Event Locations

Legend

△ Proposed Workshop Locations

• SOMAH-qualified Affordable Housing Properties within AB 1550 Low-Income Communities

■ Tribal Lands within AB 1550 Low-Income Communities

■ SB 535 Disadvantaged Communities

Outreach Event Timing

Draft schedule subject to change based on venue availability, holidays and conferences that could impact attendance:

» Week of Oct 7th: **Los Angeles and San Diego**

» Week of Oct 14th: **Bakersfield**

» Week of Oct 21st: **Riverside and Temecula**

» Week of Oct 28th: **Fresno and Stockton**

» Week of Nov 4th: **Arcata and Oakland**

Other Outreach Activities

Goals:

- » Provide more information in a personalized way
- » Identify needs of communities interested in proposing projects
- » Providing support to help applicants achieve high quality applications (Starting in August throughout December)
- » Information-gathering site visits to existing Clean Mobility projects and previous applicants
- » Thematic Webinars:
  - » Affordable Housing
  - » Tribal Communities
  - » Philanthropic Community
  - » Spanish only
  - » With Mobility Providers

Tools and Resources

» Guidance documents, templates, and other resources that educate and support application development

  » Frequently Asked Questions

  » Program Overview, Application Process, and Voucher Process Fact Sheets

  » Templates for Application Materials – Letters of Commitment, Needs Assessments, Financial Sustainability Plans, etc.

  » Website coming soon

Direct Technical Assistance

» Open to all interested entities

» Questions and answers sessions

» Guidance on specific steps of the process

» Guidance on technical issues in the projects

» Phone consultations

» In-person meetings or project visits

Partnership Facilitation

» Bring together eligible applicants (non-Profit organizations and public agencies) and mobility providers using the Qualified Mobility Provider Directory

» Website page to connect applicants and provide presentations from qualified operators

Next Steps

Future Work Group(s)- September

» Application Evaluation and Voucher Process **(continued)**

  » Vouchers for Community Transportation Needs Assessments

  » Sorting process for qualified applications

» Match Requirements

» Applicant Terms and Conditions

» Operator Eligibility

» Voucher Breakdown by Cost Category

Mobility Provider Engagement

» Request for Information to be issued in August

» Qualified Mobility Provider Directory to be published in October

Clean Mobility Options
Vouchers for Disadvantaged Communities

THANK YOU!

Please submit questions and comments
on Work Group# 2 topics by **Friday August 23** to:
info@cleanmobilityoptions.org