

## Exhibit C1 - Scope of Work

### Section 3: Scope of Work

The goal of this project is to sustain the capacity of community based organizations in the San Joaquin Valley that engage in community air monitoring and/or that participate in an AB 617 Community Steering Committee in Fresno, Shafter, Stockton, and South Kern by coordinating efforts and cross pollinating promising practices and lessons learned.

#### **TASK #1: Create and submit a detailed workplan. Complete biannual and final reports.**

This Scope of Work and the associated timeline will form the basis for workplan development during the first 3 months of the project (Year 1, Quarter 1). This project does not include air monitoring. Engagement of San Joaquin Valley Environmental Justice Steering Committee members and support for their community based work are the central focus of this proposal and include regular committee meetings, meetings with decision makers and agency staff, and a regional summit of community based partners, so a detailed workplan will help ensure adequate advanced planning.

A summary document of promising practices and priorities will be produced from the summit that will be shared externally. The project will also yield an updated internal priority community list for community air monitoring and protection in the San Joaquin Valley with consensus from SJV EJ Steering Committee members. In terms of workforce development, CVAQ prioritizes hiring staff local to the San Joaquin Valley and this project will support several key staff positions. Additional details are laid out under the additional tasks and associated goals, objectives described below.

***Goal 1: Share lessons learned and promising practices among and beyond the four AB 617 selected communities in the San Joaquin Valley: South Fresno, Shafter, Stockton, and South Kern.***

#### **TASK #2: Facilitate at least 8 meetings of SJV EJ Steering Committee per year (at least 2 meetings per quarter) and 2 meetings annually with Air District and/or CARB staff and decision makers.**

Objectives, Milestones, and Timeline:

1. At least 75% of members regularly participate in SJV EJ Steering Committee meetings and meetings with agency staff and decision makers (ongoing).
2. Meetings with agency staff and decision makers include productive conversations and substantive actions (at least 2 per year over 2 years).
3. Facilitation receives a satisfactory or above ranking on the member feedback survey from 90% of SJV EJ Steering Committee members (Year 1, Q4).

#### Evaluation:

- Conduct a feedback survey along with at least 5 interviews with SJV EJ Steering Committee participants on meeting facilitation as well as topics of interest and capacity building needs (Year 1, Quarter 4).

Convening the SJV EJ Steering Committee benefits all participants because it provides a space for sharing knowledge and seeking technical support on topics such as air monitoring and air pollution rules and regulations. Staff reach out to committee members in advance to request and coordinate on agenda items and occasional presentations. As Year 1 communities, South Fresno and Shafter are well into implementation. Regular meetings provide space to share progress in achieving community priorities and highlight challenges as well as to ask local colleagues for support. As a Year 2 community, Stockton is beginning the implementation phase that continues to yield its own lessons, particularly in forming a Technical Advisory Group and for communities with magnet sources such as the port and major transportation corridors like Interstate 5 and Highway 99. South Kern is at the start of their planning process, so standing meetings provide a venue to seek recommendations on key components of the planning process, such as considerations for selecting air monitoring locations, or potential Community Emissions Reduction Plan measures.

Furthermore, the members of the SJV EJ Steering Committee have a range of expertise in topics such as air monitoring, enforcement, and air pollution rules and regulations that group members can tap during and between meetings. Groups working on community air monitoring provide periodic updates, and as [sjvair.com](http://sjvair.com) as a platform is developed and enhanced, the group receives updates and presentations. Consensus building processes on priorities for community air protection lead to meetings with staff and decision makers at the San Joaquin Valley Air District (Valley Air District) and California Air Resources Board (CARB), which CVAQ staff organize and facilitate. This coordination and capacity building sustains robust participation in AB 617 CSCs and ensures that lessons learned are not isolated to those groups, but rather are shared broadly with groups working across the region, including in non-selected environmental justice communities like South Modesto and South Madera. Sharing lessons learned and priorities with staff and decision makers is also essential for a transparent, robust, and equitable process with successful outcomes. Results will be evidenced by the ongoing strength and successes of collaborative efforts related to AB 617 implementation.

The primary challenges continue to be capacity limitations for CVAQ and community based partners working on a multitude of intersectional issues and the ripple effects of the ongoing COVID19 pandemic and human caused climate crisis. It's challenging to organize on future plans when our communities are in immediate and deep crisis. We as San Joaquin Valley based organizations address these challenges by working collaboratively to support and supplement each other's capacity, by staying in regular conversation during and in between standing meetings, and by moving at the speed of

trust when working directly with community members. To that end, the main task involving community members is the regional summit (Task #3 below), which is why we are planning to have the summit sometime in the first two quarters of year 2 of this project, in order to base timing and content on feedback from local partners and ensure adequate time for thoughtful planning and outreach.

**TASK #3: Hold 1 regional summit for community based partners in coordination with SJV EJ Steering Committee members; create a summary document and share it with external stakeholders.** (planning: Year 1, Quarters 2-4; summit: Year 2, Quarter 1 or 2; summary document: Year 2, Quarters 3 and 4)

Objectives, Milestones, and Timeline:

1. Convene a planning workgroup of at least 4 SJV EJ Steering Committee members; plan the summit agenda and program (Year 1, Quarters 1-4).
2. At least 25 people from 9 SJV EJ Steering Committee member organizations and 10 community members participate in the summit, including members of the four San Joaquin Valley CSCs as well as participants from outside those communities, reflecting the diversity of our region (Year 2, Q 1 or 2).
3. Evaluation form rankings and qualitative feedback from the summit reflect an overall improvement in participant's knowledge of best practices and lessons learned from community air monitoring and air protection planning within and outside of officially selected communities, and evaluation results show overall satisfaction with the event (Year 2, Q 1 or 2).
4. Staff draft and SJV EJ Steering Committee members finalize a summary document to be shared with external stakeholders (Year 2, Quarter 2 or 3).
5. Staff and SJV EJ Steering Committee members share the summary document through formal and informal briefings (Year 2, Quarter 3 and 4).

Evaluation:

- Provide an evaluation form for the summit that includes qualitative and quantitative feedback.
- Productive dialogue with agency staff and decision makers as well as substantive actions result from sharing the summit summary document.

Expected Benefits and Outcomes:

The results of having these regular capacity building conversations will be evidenced in the culminating summit and summary document that the group will plan to share highlights of what groups have learned so far through ongoing air monitoring as well as community air protection planning processes and other Community Air Grant projects in non-selected communities. CVAQ staff will draft a document for review and finalization by the SJV EJ Steering Committee summarizing key takeaways from the summit to be shared with external stakeholders. Sharing the summary document from the summit will ensure that lessons learned are shared beyond the event itself, including with staff and decision makers at the Valley Air District and CARB, and will take the form of informal discussions as well as formal briefings during standing meetings.

The main challenge in meeting this goal and the two related tasks is the potential for shifts in capacity among member organizations. There may also be ongoing concerns with in person meetings due to the pandemic, so regular meetings will be virtual via Zoom with a phone option, and the summit will, if health recommendations allow it, be a hybrid in person and virtual event following all necessary safety precautions. Whether virtual or in person, robust engagement requires regular relationship building and offline check ins between the group meetings, to ensure we are staying in tune with priorities and issues of concern in order to put them on the agenda for discussion.

Overall this project would ensure CVAQ staff have time to check in with partners and facilitate capacity building by cross pollinating ideas and strategies during and between meetings as well as facilitating meetings with CARB and Valley Air District staff and decision makers (Task #2), by holding a summit and producing a summary document that can be shared externally (Task #3), and, the final task detailed below, by supporting staff and member capacity to update the priority communities list (Task #4) to maximize investments and minimize competition.

***Goal 2: Coordinate alignment on priority communities in the San Joaquin Valley for air monitoring and/or neighborhood level pollution protection planning.***

**TASK #4: Create an updated list of recommendations for priority communities in the San Joaquin Valley for neighborhood level pollution protection planning, with consensus from the SJV EJ Steering Committee (Year 1, Quarter 1 – Year 2, Quarter 1 or 2).**

Objectives, Milestones, and Timeline:

1. Hold at least 4 workgroup meetings to update the recommendations (Year 1, Quarters 1-4):
  - a. Form a workgroup (Year 1, Quarter 1).
  - b. With workgroup, develop and implement a survey of SJV EJ Steering Committee members regarding potential additions and current priorities for community selection (Year 1, Quarters 1-3).
  - c. Conduct background research and update community profiles from existing priority list that have not yet been selected (Year 1, Quarters 2-4).
2. Workgroup makes recommendations to full Steering Committee for adoption by Year 2, Quarter 1.

Evaluation:

- Include specific qualitative and quantitative questions about the process and outcomes for updating our priority communities list in the member feedback survey, and as part of the 5 interviews with SJV EJ Steering Committee participants.

Expected Benefits and Outcomes:

While AB 617 has opened opportunities to environmental justice communities, in some ways it has also increased competition over resources and can contribute to a “race to

the bottom,” where communities are competing against each other in claiming they have the worst problems in order to receive investment. As a region with deep poverty and interconnected inequities, including severe air pollution problems, there are many worthy communities that will not be officially selected as part of the Community Air Protection Program unless funding and capacity are substantially increased. San Joaquin Valley based organizations have minimized infighting and maximized local investment by thoughtfully coordinating priorities prior to the official selection process at the California Air Resources Board based on a collaboratively designed matrix. The process of updating research on communities and analyzing factors like community capacity will also provide an opportunity for member organizations to identify neighborhoods to potentially organize and build capacity in.

CVAQ staff will conduct research and update the community profiles in coordination with workgroup members; the workgroup will utilize this information to finalize and present recommendations to the full SJV EJ Steering Committee, resulting in an updated priority communities list. An internal document will be produced with updated community profiles, including descriptions of why they are priority, their air pollution profile, CalEnviroScreen 4.0 ranking, whether there is existing community based leadership to support efforts, and any other measures agreed to by the workgroup.

The main challenge for the prioritization process is the potential for conflict that requires careful preplanning and numerous offline conversations to work toward alignment in advance of the full group discussion. Creating a working group to update the profiles and matrix that makes a recommendation to the full group will help ensure transparent opportunities for input and build buy in.

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