

## Exhibit C1 - Scope of Work

### III. Scope of Work

#### **Goals and objectives for project tasks:**

The goals of this project include outreach, education, capacity building, leadership, and civic engagement surrounding AB 617, and will be supported by the project team as outlined in the scope of work. To conduct outreach, the project team will create an outreach strategy plan to start the community engagement on Stockton's CERP implementation strategies. The project team will engage in community capacity building and education by hosting workshops and training to increase the communities knowledge of environmental issues and incentive programs funded by the Stockton CERP. Additionally, communities will learn to advocate for sustainable and equitable communities by effectively engaging local and regional representatives and to articulate their concerns and ideas for solutions in a way they can present to their representatives, elected officials, and agencies locally, regionally, and state-wide. The project team intends to promote civic engagement and leadership by engaging with residents and community members and encouraging them to participate in the AB 617 CERP subcommittees as well as the community steering committee.

#### **Below are the mechanisms for qualitative and quantitative assessment of the project:**

- Qualitative
  - Pre- and post-surveys to assess knowledge gained from community workshops, training, and CERP subcommittee meetings
  - Air monitoring location assessments so identify locations and/or communities in need of air filtration systems
  - Power-mapping assessments for community members to identify individuals and institutions with power in the AB 617 area
  - Informative facts sheets and social media posts containing content related to AB 617 and its progress
  
- Quantitative
  - 10-50 resident and stakeholder surveys (number dependent on the number of residents engaged)
  - 10 community champions that will participate in the Community Steering Committee and CERP subcommittees
  - Formation of 3 additional subcommittees to support Stockton's CERP strategies
  - 2 community-wide public workshops (in-person or virtual) on AB 617
  - 2 advocacy training for community residents on advocacy methods
  - 2 education and training workshops for the community on potential incentives for switching to greener technology, facilitated by consultants and/or experts

### **How will success be measured?**

The EJ Program's performance measures of grant implementation will be as follows:

1. The number of stakeholders who participate in subcommittees and the frequency of attendance will be tracked.
2. Subcommittees will produce documentation, such as agendas, meeting minutes, written objectives, an action plan, or other actions that the Committee may wish to create such as by-laws.
3. Analytics of social media platforms and other bodies of media will be assessed to determine engagement metrics.
4. A minimum of 4 workshops and training provided by experts, agencies, partner organizations, or other professionals of technical assistance.
5. Responses from an annual pre and post-survey to resident participants will be assessed in order to determine what information is learned by the residents during each year of the implementation of the grant.
6. The project team will consult with subcommittee members to gauge any increase in participation in incentive programs due to more awareness about the Stockton CERP's incentive programs for green technologies.

### **Project tasks and proposed milestones:**

The project team will prioritize equitable public participation from the community throughout the CERP implementation process. With proper community engagement tailored to the needs of the community, there shall be an increase of awareness and understanding of Stockton's CERP through educational virtual or in-person workshops hosted by the project team, the air district, and CARB. Secondly, the community will understand, in-depth, the environmental issues faced in the boundary zone. The project offers the opportunity for residents to identify major sources of pollution and learn about the consequential health impacts, with the aim that they feel empowered to advocate for systemic change. The community will learn to advocate for sustainable communities via engagement in local planning. The project team will also facilitate power mapping training which will allow the community to engage with their representatives, elected officials, and governmental agencies locally, regionally, and state-wide, and offer their solutions to climate issues or concerns.

The grant will continue funding for the position of the project coordinator, to complete the project tasks under the direction of the Program Manager. The project coordinator has been involved since the designation of Stockton as an AB 617 community, and thus, is knowledgeable of the program's timeline and current progress.

During the previous air grant term, the project coordinator worked with community members to facilitate coalition- and partnership-building, resulting in the formation of the Stockton AB 617 Community Steering Committee. The project team will leverage the partnerships created from the planning phase of Stockton AB 617 and transfer them to

subcommittees. The team will form and facilitate additional subcommittees by August 2022, which will be affirmed by regularly scheduled meetings, attendance reporting, and other organizational procedures that the committee decides to undertake, such as the creation of by-laws. The subcommittees would then participate in advocacy efforts via engagement in governmental decision making, action plans, programs, and strategies, affirmed by attendance at relevant City Council, Planning Commission, and Board of Supervisor meetings, and workshops or hearings provided by the Air Resources Board or the San Joaquin Valley Air Pollution Control District.

Below are the tasks and their milestones respectively:

Tasks	Amount in Year 1	Amount in Year 2	Milestones
Form Community Engagement Subcommittee to strengthen the communication and outreach to the Stockton community regarding Stockton's CERP.	1	-	The project team will form the Community Engagement subcommittee by August 2022 with the goal of having 10 active participants throughout the process.
Plan a power mapping training that allows the community to learn about key individuals to target for change.	1	1	The project team will facilitate power mapping training by December 2022 for Year 1 of the grant and January 2024 for Year 2.
Facilitate power mapping training that allows the community to learn about key individuals to target for change.	1	1	The project team will facilitate power mapping training by December 2022 for Year 1 of the grant, January 2024 for Year 2. The goal is to train 20 new community members and have them engage at least one representative (local, regional, or state) on air quality issues.
Develop and implement a	1	1	Leverage CCDS & LMR's mutual roles implementing

community strategy plan			Transformative Climate Communities program and LMR's Decreasing Asthma Within Neighborhoods (DAWN) program to integrate AB617 Community Engagement Subcommittee work plan; utilize integrated community engagement capacity to maximize resident participation in complimentary program objectives (i.e. TCC Urban Forestry Restoration Program & AB617 Vegetative Barriers CERP Measures; DAWN's asthma Intervention work plan with AB617 Indoor Air Quality funded measures)
Plan educational workshops virtual/in-person, at pop up events, etc., that allow the community to be aware of Stockton's CERP, incentive programs, the current state of air quality, health impacts, potential pollution sources, etc.	4	4	The project team will work internally to plan for workshops that provide educational opportunities on Stockton's CERP, the CERPs incentive programs, the current state of air quality, health impacts, potential pollution sources, etc. The workshops will start March 2022 and end by November 2022 in year 1; and will start by March 2023 and end by November 2023.
Facilitate educational workshops virtual/in-person, at pop-up events, etc. that allow the community to be aware of Stockton's CERP, incentive	4	4	The project team will continue to facilitate workshops that provide educational opportunities on Stockton's CERP, the CERPs incentive programs, the current state of air quality, health impacts, potential pollution sources,

programs, the current state of air quality, health impacts, potential pollution sources, etc.			etc. The workshops will start April 2022 and end by December 2022 in year 1; and will start by April 2023 and end by December 2023. The goal is to recruit 25 residents and businesses to acquire the different incentives provided in Stockton's CERP.
Plan the facilitation of the community engagement subcommittee meetings	12	12	The project team works internally to plan the facilitation of Community Engagement subcommittee meetings (virtual/in-person) starting in July 2022 once a month until the end of February 2024.
Lead and facilitate Community Engagement Subcommittee meetings to ensure well-intentioned public outreach of Stockton's AB 617 implementation process.	12	12	The project team will lead and facilitate the Community Engagement subcommittee meetings (virtual/in-person) starting in August 2022 once a month until the end of March 2024. The goal is to recruit at least 5 community members to actively participate on the subcommittee.
Plan the air quality and environmental justice advocacy training	2	1	The project team will work internally to plan for air quality and environmental justice advocacy training starting in July 2022 and ending in January 2023 in Year 1, and starting in February 2023 and ending in February 2024 in Year 2.
Facilitate air quality and environmental	2	1	The project team will facilitate air quality and environmental justice

justice advocacy training			advocacy training starting in August 2022 and ending in February 2023 in Year 1, and starting in March 2023 and ending in March 2024 in Year 2. The project team will provide a pre/post survey to assess the community's knowledge on air quality and environmental justice expecting at least 50% of attendees to increase their knowledge.
Plan the invitation of consultants and/or technical experts to facilitate education and training of but not limited to AB 617, air quality, pollution, and sources, community resources.	2-3	2	The project team will work internally to plan the invitation of consultants and/or technical experts to facilitate educational workshops starting in July 2022 and ending in January 2023 for Year 1; starting in July 2023 and ending in January 2024.
Invite Consultants and/or technical experts to facilitate education and training of but not limited to AB 617, air quality, pollution and sources, community resources. Community stakeholders deepen education and receive training on potential programs and funding opportunities.	2-3	2	The project team will invite consultants and/or technical experts to facilitate educational workshops starting in August 2022 and ending in February 2023 for Year 1; starting in August 2023 and ending in February 2024.
Plan virtual/ in-person meetings	3	3	The project team will work internally to facilitate

<p>between but not limited to residents, businesses, local electeds, governmental agencies, and Port of Stockton staff to discuss problems and solutions in regards to air quality that will emphasize environmental justice strategies</p>			<p>meetings between residents, businesses, local representatives, governmental agencies, and Port of Stockton staff starting in July 2022 and ending in January 2023 in Year 1 and starting in July 2023 and ending in February 2024 for Year 2.</p>
<p>Facilitate virtual/ in-person meetings between but not limited to residents, businesses, local electeds, governmental agencies, and Port of Stockton staff to discuss problems and solutions in regards to air quality that will emphasize environmental justice strategies.</p>	<p>3</p>	<p>3</p>	<p>The project team will facilitate meetings between residents, businesses, local representatives, governmental agencies, and Port of Stockton staff starting in August 2022 and ending in February 2023 in Year 1 and starting in August 2023 and ending in March 2024 for Year 2. The intent is to facilitate each meeting with at least 10 participants.</p>
<p>Create Factsheets regarding air quality information/AB 617 information, key updates regarding incentive programs, and educational opportunities. (Bilingual)</p>	<p>2</p>	<p>2</p>	<p>The project team will create factsheets regarding AB 617 CERP implementation information in collaboration with the community steering committee. The flyers will start in August 2022 and end in February 2023 in Year 1 and starting in August 2023 and ending in March 2024 for Year 2.</p>
<p>Create social media posts regarding air quality information,</p>	<p>12</p>	<p>12</p>	<p>The project coordinator and manager will create social media posts regarding air</p>

<p>AB 617 CERP information, key updates regarding incentive programs and meetings. (Bilingual)</p>			<p>quality info, AB 617 CERP information, key updates regarding incentive programs and meetings (bilingual) The social media posts will start in August 2022 and end in February 2023 in Year 1 and starting in August 2023 and ending in March 2024 for Year 2.</p>
<p>Participate in the Port Outreach Committee meetings and secure LMR's participation in the POC meeting.</p>	<p>6</p>	<p>6</p>	<p>The project team will actively participate in the Port Outreach Committee meetings starting in March 2022 and ending in February 2023 in Year 1; starting in March 2023 and ending in March 2024 in Year 2. The plan is to attend the POC meetings bi-monthly for two [three] years to recruit resident input in the Port's various planning processes.</p>
<p>Plan an AB 617 Academic and Community Summit for the Stockton community which will serve as an update for everyone</p>	<p>1</p>	<p>1</p>	<p>The project team will plan their collaboration with academic institutions that will host an AB 617 summit for the Stockton community toward the end of 2022 for Year 1 and the end of 2023 for Year 2.</p>
<p>Host an AB 617 Academic and Community Summit for the Stockton community which will serve as an update for everyone</p>	<p>1</p>	<p>1</p>	<p>The project team in collaboration with academic institutions will host an AB 617 summit for the Stockton community toward the end of 2022 for Year 1 and the end of 2023 for Year 2. The intent is to host over at least 60 participants for each summit.</p>



Participate in the Community Air Monitoring Plan, Trees, Indoor Air Quality, and EV Mechanics (in-kind) Subcommittees throughout the AB 617 process to support the other subcommittees by leveraging resources.	Ongoing  36	Ongoing  36	In addition to the Community Engagement Subcommittee, LMR consultants will actively participate in four other Stockton's AB 617 subcommittees. The team expects to start in March 2022 and end in February 2023 for Year 1; and starting in March 2023 and ending in March 2024.
Continued active participation in Stockton's Community Steering Committee (CSC)	12	12	The project coordinator will continue to participate in Stockton's CSC to support the implementation of Stockton's CERP. The coordinator expects to start in March 2022 and end in March 2024.

**Describe how results will be reported for each task**

*Report of results for each task is described more in their respective parts starting on page 17.*

In general, the project team will complete a monthly program tracker which is reviewed by the Director of Programs, Executive Director, and Program Subcommittee of the Board of Directors. In addition, annually the EJ Program will submit reporting to the Community Air Grant per the contract requirements. The Finance Department will also report monthly to the Finance Subcommittee of the Board of Directors and participate in an Annual A-133 Audit for compliance.

The EJ Program will collect signatures at all in-person/virtual meetings, gatherings, and committee-related events. When a sign-in sheet is not possible (due to the size of the event) a headcount with backup documentation will be provided. Data will be collected on views, likes, and shares for all social media-related materials. A total count of materials distributed will be maintained by the program (including brochures, newsletters, and email blasts if utilized by the committee). A database of community participation will also be collected. This could include a list of meetings, forums, or other events attended on behalf of the EJ Program AB 617 Steering Committee Group.

Narratives will also be collected including community testimony, stories of success, and used to document the timeline of the group.

**Anticipated benefits and outcomes:**

1. An educated community that is more aware of air quality, pollution impacts on health and the sources of pollution, advocacy methods, and AB 617 overall through a minimum of two to three workshops.
2. The formation of a Community Engagement Subcommittee by August 2022.
3. Engaged stakeholders from residents to businesses to local elected officials to discuss problems and solutions by March 2024.
4. Continued alignment of the Stockton's community steering committee's goals and strategies to support the Stockton CERP by March 2024.

The EJ Program anticipates that the community will benefit from this funding by increased participation in AB617 CERP incentives. As a result, community residents will be fully informed of CERP incentive opportunities such as the ability to replace old gas-powered equipment with zero-emission, replacing wood-burning devices with natural gas or electric, residential weatherization, indoor air filtration, and expanded access to electrical vehicle acquisition. Under-represented small businesses in the project area will also see increased benefits from utilizing the incentives such as replacing commercial lawn and garden equipment with zero-emission models, replacing heavy-duty trucks with zero and near-zero-emission technology, or launching a zero-emission car-sharing program.

**Potential Challenges:**

The EJ Program expects four main challenges for this project:

1. Language barriers--It is expected that a significant portion of the community will be mainly Spanish-speaking since Hispanics account for a large percentage of the population (according to CalEnviroScreen).
2. Lack of interest--Issues of environmental justice are usually relatively unnoticed or unimportant for communities who suffer from health problems, who struggle to pay the bills, who are unemployed, and/or live in fear of violence.
3. Opposition to change--Change especially in the context of environmental justice is difficult because it requires acknowledgment that there are issues needing to be addressed. Opposition can come from many sources, such as community residents who are uncertain of their status or who have a lack of interest. Other sources of opposition could potentially come from--but not limited to--board officials, industry staff, and/or policy and decision-makers.
4. Ongoing COVID-19 Pandemic- The pandemic has placed county-wide restrictions on gatherings so all meetings are taking place virtually. This poses a challenge because hard-to-reach populations in Stockton may experience issues accessing zoom meetings or other digital material.

To address these challenges, the EJ Program strategizes the following:

1. Ensure that the project has staff members who are fluent in Spanish. The program manager is fluent in Spanish as well and is able to provide support.
2. Ensure connections between seemingly unrelated issues such as community violence and air quality are presented and understood, facilitating a working environment that is respectful and inclusive, and aiming for “small” wins to help feelings of accomplishment and success.
3. Creating more than one strategy and method of advocacy, using campaigns to promote actual change, and most importantly, facilitating relationship building between stakeholders.
4. Ensure that all meetings are accessible, using a user-friendly platform such as Zoom, materials can be translated into foreign languages, and accommodations or one-on-one help will be available.

**Include the following tasks (at a minimum) and describe the activities to be conducted under each and the expected results:**

*Task 1: Work Plan Development:*

The project team will co-develop a work plan if awarded the grant. The team will have the benefit of work planning with the still-developing SJVAPCD Subcommittee work plans and will develop a work plan that directly addresses community air pollution concerns and that supports community participation in the implementation of AB 617. The results of this task will be reported in the semi-annual reports to CARB as well as internal monthly reports to the project team’s administration. During the work plan development, the CAMP consultant, the project coordinator, and the project manager will meet periodically throughout the project to assess the progress to ensure that work is in line with program targets and intended outcomes. The costs to facilitate the consultant’s time during work plan meetings will be \$3,000. The costs to facilitate the project coordinator’s time will be \$4094 and \$1,980 for the project manager’s time.

*Task 2: Monitoring*

Although no monitoring will be conducted directly under this grant proposal, Little Manila Rising will be participating in the SJVAPCD AB 617 Community Air Monitoring subcommittee, and will contribute in-kind local air monitoring data from their Stockton Skywatch partnership with UC Merced. The Skywatch partnership will furnish 150 PurpleAir monitors. 75 of these low-cost monitors will be deployed in Stockton forming

the backbone of our Stockton Skywatch monitoring network, with the remaining 75 sensors being deployed along the Hwy 99 & I-5 corridors between Stockton and Fresno tracking the distributions of air pollution from Stockton throughout the Central Valley.

### *Task 3: Community Engagement*

The EJ Program will target specific public events and stakeholder meetings that involve any local AB 617 area community centers, the Stockton Unified School District, the Port of Stockton Board of Commissioners, local businesses, and other community-based organizations working in the project area. These interactions will specifically target potential stakeholders to discuss the project proposal with community members and utilize the public/virtual spaces for public meetings and workshops. The public meetings and events will be planned and hosted at accessible times and locations to encourage a robust public/stakeholder participation process. All event notices will be provided via all communication tools (i.e., social media, telephone, in-person, flyers) and we will support the community with the necessary bilingual resources in the appropriate language and any other interpretation needs. The goals and mission of the project will specifically focus on a few of the most disadvantaged census tracts and highest-ranked communities for PM2.5 impacts in the Air District's northern region (SB 535 disadvantaged communities, and AB 1550 low-income communities). The results of this task will be reported in the biannual reports to CARB as well as internal monthly reports to the project team's administration. The EJ Program will collect signatures at all in-person/virtual meetings, gatherings, and committee-related events. When a sign-in sheet is not possible (due to the size of the event) a head-count with backup documentation will be provided. Data will be collected on views, likes, and shares for all social media-related materials. A total count of materials distributed will be maintained by the program (including brochures, newsletters, and email blasts if utilized by the committee). A database of community participation will also be collected. Narratives will also be collected including community testimony, stories of success, and used to document the timeline of the group. The community engagement task will be implemented by one full-time personnel (project coordinator) and three subcontractors (consultants). The project coordinator will be leading and facilitating the Community Engagement subcommittee, actively participating on the Community Steering Committee, facilitating educational workshops and advocacy training, and incorporating outreach materials through social media and factsheets. The cost to facilitate the coordinator's time will be \$7,192. One of the LMR consultants will have a role in focusing on the Community Air Monitoring subcommittee and the EV Mechanic subcommittee. The consultant's participation in the EV mechanic subcommittee will be in-kind. The cost to facilitate the Community Air Monitoring and EV Mechanic consultant's time is \$3,900. The second LMR consultant will have a role in participating in the Indoor Air Quality subcommittees to support the indoor air quality strategy measures as stated in Stockton's CERP. The consultant will integrate community engagement in their work to ensure proper stakeholders are at the table. The costs to facilitate the Indoor Air Quality consultant will be \$7,800. The third LMR consultant will

have a role in leading and facilitating the Trees Subcommittee to support the urban greening strategy measures as stated in Stockton's CERP. The consultant will ensure incentive programs and community outreach regarding urban greening are in line with the program targets and intended outcomes. The costs to facilitate the Trees consultant will be \$7,800. Other costs to support community engagement will be through project supplies such as flip charts, poster boards, professional educational flyers which are set for \$5,427. Another cost will be training costs such as speaker stipends and interpreter fees which are designated for \$9,000. The cost of travel to and from the various events will be \$5,000. The final cost for a stipend to assist with canvassing will be \$5,000.

#### *Task 4: Workforce Development*

During the previous Community Air Grant term, the Catholic Charities EJ program initiated conversations with the Port of Stockton, resulting in the creation of a workforce development strategy at the Port. Because of these conversations, Port tenants pledged to fund education and training opportunities for AB 617 study area residents. These pledges are secured, however, their implementation strategies remain unresolved and CCDS and LMR are directing those conversations with the Port, their tenants, and San Joaquin Delta Community College. Our partnership with LMR will also support the integration of San Joaquin Delta College's Automotive Electric Technology program with the incentive funding allocated by Stockton's CERP; i.e. incentive program for educational training for electric vehicle mechanics. The results of this task will be reported in the biannual reports to CARB as well as internal monthly reports to the project team's administration. Once the workforce development meetings between the Port of Stockton and San Joaquin Delta College are underway, the project team will gather all notes and action steps and incorporate them into recommendations for strategic planning between SJ Delta College, the Port, and its industrial tenants. The EV Mechanic LMR consultant has a role to participate in the EV Mechanic subcommittee which will build the opportunity for a workforce development program with the Port of Stockton and/or other local businesses. The costs to facilitate the workforce consultant will be \$3,900.

#### *Task 5: Reporting*

The project team will complete a monthly program tracker that will be reviewed by the Director of Programs, Executive Director, and Program Subcommittee of the Board of Directors. In addition, the EJ Program submit reporting to CARB per the contract requirements, biannually. The Finance Department will report to the Finance Subcommittee of the Board of Directors monthly and will participate in an Annual A-133 Audit for compliance. The project team will also produce data collection reports and presentations that will be collected between March 2022 - March 2024. The results of this task will also be reported in the biannual and final reports to CARB as well as internal monthly reports to the project team's administration. One of the LMR consultants will be taking the lead on behalf of the subcontractors to provide reports

every six months to the project coordinator and manager. The costs to facilitate the consultant's time in doing reports will be \$2,400. The project coordinator will take a more active role in developing reports to make sure the work is in line with the project's goals. The costs to support the coordinator's reporting work will be \$5,520. The project manager will oversee the reports developed by the LMR consultant and the coordinator. The manager will ensure that the reports are correctly formatted to the specifications by CARB's guidelines. The cost to support the manager's administrative role will be \$3,960.