



AB 617

Community Air Grant Program Request for Applications



~~December 2022~~ **Extended Application**
Deadline: April 24, 2023



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INTRODUCTION

In response to Assembly Bill (AB) 617 (C. Garcia, Chapter 136, Statutes of 2017), the California Air Resources Board (CARB) established the Community Air Protection Program (Program). The Program is focused on reducing exposure and improving public health in communities most impacted by air pollution. To implement AB 617, CARB approved the [Community Air Protection Blueprint](#) on September 27, 2018 which included strategies to reduce emissions and established Program requirements.

Included in AB 617 is a provision for grants to community-based organizations for technical assistance and to support community participation in implementing the program. Pursuant to budgetary direction, eligible expenditures include, but are not limited to, hiring consultants and technical experts, and travel and other associated meeting costs. CARB administers these grants, and the funds are allocated from the Greenhouse Gas Reduction Fund (GGRF), the State's portion of Cap-and-Trade auction proceeds.

CARB administers the grants in order to support community participation in the AB 617 Program. After three years of Community Air Grant implementation, CARB has awarded approximately \$25 million for 96 grants to fund innovative projects across the State. The total amount of funding available for this fourth year of the Community Air Grants is \$10 million. Additional funds may become available. Grants will be awarded on a competitive basis and projects will be funded up to a maximum of \$300,000.

PURPOSE OF THE COMMUNITY AIR GRANTS

The purpose of the Community Air Grants is to provide support for California community-based organizations and Tribes to participate in the AB 617 process, build capacity to become active partners with government to identify, evaluate, and ultimately reduce air pollution and exposure to harmful emissions in their communities. The AB 617 program's goal is to reduce exposure in communities most impacted by air pollution. Communities around the State are working together to develop and implement new strategies to measure air pollution and reduce health impacts.

GOAL OF COMMUNITY AIR GRANTS

Community Air Grant projects are intended to further the purposes of [AB 617](#) (Community Air Protection) and [AB 32](#) (Global Warming Solutions Act) in California communities. This goal is to be accomplished by designing and executing projects that build capacity in communities through supporting community-based organizations' and community members' participation in improving air quality at the local scale. This includes, but is not limited to, developing methods to acquire new or better information regarding air quality and related health impacts, as well as

facilitating greenhouse gas emission reductions, and identifying or implementing measures to reduce air pollution in disproportionately impacted communities, which includes the development of community-driven Community Emissions Reduction Plans.

COMMUNITY AIR GRANT PROJECT PRIORITIES

Community Air Grant Project priorities:

- Projects that propose/ will achieve equitable public participation and demonstrate local partnership building and coordination, resource leveraging, in-kind support, or other forms of collaboration.
- Projects that foster workforce training and development (job creation and/or job training).
- Projects that advance equity and environmental justice within the context of California's air quality policies.
- Projects that focus on transferability of emissions reduction strategies from AB 617 communities to other communities with similar sources of air pollution.
- Projects that build capacity of participants to engage more equitably in the AB 617 and/or AB 32 programs.
- Projects that bring together partners to develop and implement local community emission reduction plans.

ELIGIBLE APPLICANTS

The following are eligible to apply for a Community Air Grant under these solicitation Guidelines:

- A California community-based organization holding a current tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.
- A California organization, not affiliated with a local, municipal, city, county, or state governmental agency or entity, and holding a tax-exempt status under Section 501(c)(3) of the Internal Revenue Code as the Grantee, in partnership with a California community-based organization without Section 501(c)(3) status designated as a sub-grantee.

- A California Native American Tribe. For the purposes of this grant, this includes all Federally Recognized Tribes, and other California Native American Tribes, as defined by Governor’s Executive Order B-10-11.

COMMUNITY AIR GRANT PROJECT CONCEPT OVERVIEW

The tables below represent but are not limited to the types of projects that meet the Program goal and project priorities. Project activities may include, but are not limited to: meeting facilitation for awareness and outreach; language access services; travel and other associated meeting costs; hiring technical experts, consultants, and trainers; community engagement and planning efforts (including advocacy regarding allocation of AB 617 incentive program funds); engaging in participatory budgeting activities related to AB 617; community-based participatory research projects that align with the purposes of AB 617; and community air monitoring support and capacity building.

Project Type	Elements
Educational \$100,000 maximum award	<ul style="list-style-type: none"> • Community engagement and education focused on CARB’s Statewide Strategy for AB 617, known as the Blueprint; • Community capacity building; • Conducting air quality education; • Facilitating community interaction and cultivating working relationships with government agencies; • Developing partnerships and coalition building to support community air monitoring and/or development of a Community Emissions Reduction Plan; • Education and support to develop and implement Community Emission Reduction Plans; • Education on AB 617 statewide regulatory actions; • Education on Best Available Control Technologies (BACT), Best Available Retrofit Control Technologies (BARCT) and the Technology Clearinghouse; • Education on air quality enforcement concepts; • Education on data reporting and communication; and • Any other elements of AB 617 or the Blueprint.
Technical \$300,000 maximum award	<ul style="list-style-type: none"> • Community technology assessments; • Community technical training (monitoring and technical education including data collection and analysis); • Community Air Monitoring Plan Development.

	<ul style="list-style-type: none"> • Provide air monitoring plan development guidance to ensure that communities have the tools and experience needed to collect useful and actionable data. This could include workshops, hands-on trainings, producing handbooks, etc. This includes tasks such as: 1) general project planning and monitoring plan development, 2) choosing a suitable monitoring approach, 3) important data quality and performance indicators to consider, 4) what it takes to maintain a network of sensors, 5) how to follow and implement quality assurance/quality control (QA/QC) procedures to make sure your data is useful, 6) how to analyze sensor data and tools to do so, and 7) how to analyze and use data to develop solutions. • Community led community air protection efforts; • Technical Implementation (e.g., deploying sensors); • Community modeling and community inventory training; and • Community air monitoring support (includes purchase of air quality monitors)
<p>Targeted</p> <p>Local Community Emissions Reduction Plan</p> <p>\$300,000 maximum award</p>	<p>This project type shall reflect participation from a range of partners in the community, particularly affected residents, and including but not limited to the local air district, local governments, and affected sources who will work to develop a Local Community Emissions Reduction Plan based on assessment of air quality information, sources, and existing monitoring data. Project applicants may consider applying initially for a Technical Project to develop a Community Air Monitoring Plan. Eligible activities include development of a charter to support governance and decision-making, review of air quality data, prioritization of concerns, and the development of strategies to address those concerns. Eligible activities also include working with CARB, the local air district, and local governments to implement actions to address concerns.</p> <p>Other tasks may include the organization and education of local Community Steering Committee (CSC) members, workshops and capacity building activities to help lay the foundation for plan development, identifying sources of air pollution concerns, establishing a community air monitoring network to help inform the development of the Community Emissions Reduction Plan (CERP), identifying and leveraging existing and proposed CERP measures and other tools (i.e.; regulation, enforcement, incentives) to tailor a CERP to the community, and the development of new innovative strategies.</p>

<p>Targeted</p> <p>Emissions Reduction Strategy Expansion</p> <p>\$300,000 maximum award</p>	<p>Document statewide or community-specific needs to help develop and identify successful strategies that could be applied across communities with similar sources of air pollution or adopted as a statewide effort. The project can focus on a strategy and then move forward on pairing with a community or vice versa. Tasks would include outreach to demonstrate community and air district support. In addition, a report should be developed to include analysis and findings, implementation costs and other support required, and a prioritization of emissions reduction strategies.</p>
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CAPACITY OUTCOMES

CARB recognizes the wide variety of community-based organizations and their spectrum of capacities to participate in implementing AB 617. Therefore, Community Air Grants are designed to be as flexible as possible with an aim toward building the capacity of community groups to participate, while at the same time providing tangible assistance.

To maximize benefits to disadvantaged communities and to provide direct, meaningful and assured benefits to priority populations, projects **must** be wholly located in and benefit disadvantaged and/or low-income communities, as identified pursuant to California Health and Safety Code sections 39711 and 39713 (added and amended by [Senate Bill 535 and AB 1550](#)), which includes Tribal lands or Tribal communities. Specific project census tract location(s) must be included in Section 1 of the application narrative (see **Table 1**). CARB’s priority population investments mapping tool may be used for location identification purposes: <https://webmaps.arb.ca.gov/PriorityPopulations/>

For projects that propose to work with local air districts, CARB, and/or U.S. EPA on specific project components (e.g., co-location of community air sensors at district air monitoring sites), letters of commitment are required from the participating or sponsoring air district (U.S. EPA or CARB as applicable), describing the nature and extent of their commitment to the project.

With this solicitation, CARB intends to fund as many eligible community projects as is possible under this Program. However, only one application per applicant will be awarded. CARB anticipates a diverse mix of projects from many communities, with regional representation from across the state. The selected project portfolio is anticipated to include urban, suburban, and rural settings.

Matching funds or in-kind support are not required for Community Air Grants but are encouraged where applicable. Any leveraged funds, in-kind support or other resources, and their source, must be identified in the application and budget (see Table 1 Section 4, and the Budget Template available here: <https://ww2.arb.ca.gov/capp-cag>) narrative, but will not count toward the maximum funding amounts you may request through the Program. Leveraged funds, in-kind support, and resources may take various forms and should be noted in the application. Partnership-building and collaboration, along with workforce development, is also strongly encouraged (see Project Priorities on page 4).

Community Air Grants should complement an organization’s partnership-building and collaboration for project implementation. List the other organizations you plan to work with if applicable. Letters demonstrating specific commitment from any partners are encouraged. Letters of support may be submitted as an attachment to your application.

GRANT TIMELINE

The timeline for grant activities is presented below.

Date	Activity
October 2022	AB 617 Community Air Grants Draft Request for Applications posted and distributed
October 20, 2022	Virtual community workshop on the AB 617 Community Air Grants Draft Request for Applications
November 4, 2022	Due date for questions or comments on the AB 617 Community Air Grants Draft Request for Applications: airgrants@arb.ca.gov
December 5, 2022	AB 617 Community Air Grants Final Request for Applications posted and distributed
December 14, 2022	Virtual workshop on the AB 617 Community Air Grants Final Request for Applications
January 10, 2023	Virtual workshop on the AB 617 Community Air Grants Final Request for Applications
February 3, 2023	Questions and answers document posted on CARB website https://ww2.arb.ca.gov/capp-cag
March 17, 2023	Re-release of Request for Applications (RFA) with extended deadline
Week of April 10, 2023	Virtual workshop
April 14, 2023	Due date for questions on the RFA
Week of April 17, 2023	Updated FAQ released
March 3, 2023 April 24, 2023	GRANT APPLICATION DEADLINE: <ul style="list-style-type: none"> • Electronic applications due 11:59 PM.

	<ul style="list-style-type: none"> • Hard copy applications must be received 5 PM. Applications will not be accepted after this date.
March / April 2023 <u>May/June 2023</u>	Grant Application Review
April / May 2023 <u>July / August 2023</u>	Notify applicants of award
April / May 2023 <u>July/August 2023</u>	Announce award selections and post Press Release
Summer 2023 <u>Fall 2023</u>	Grant agreements sent out to awardees
Range	Grant term begins
Range	Project kickoff meetings
December 1, 2023	Progress report 1 due (covering months 1-6)
Biannually	Progress reports due through the end of the grant term
March 30, 2026	Grant term ends

APPLICATION REQUIREMENTS AND SUBMISSION

Applicants are responsible for carefully reading this entire Request for Applications, asking questions in a timely manner, ensuring all requirements and procedures are followed and met, and submitting all required information and documentation in a complete and timely manner by the Application Deadline and by other deadlines. Failure to do so will impact eligibility.

Applicants should submit their application in **PDF** format using 12-point Arial font (excluding Excel spreadsheets and commitment-letters or supporting documentation letters). Margins should be no less than 1" on all sides. Applications should not exceed 30 pages. Pages should be numbered and printed double-sided. If selected, grantees will be required to submit the grant timeline, budget, and scope of work to the Grant Manager in Word or Excel format within 30 days of grant execution.

Your application package must include ~~all~~ **ALL** of these items completely filled out and signed where stated. These are the Minimum Requirements and a failure to do so will deem the application nonresponsive (ineligible). Nonresponsive (ineligible) applications will be rejected and will not be scored. A budget template can be found here <https://ww2.arb.ca.gov/capp-cag>.

- Application cover sheet must be completed and signed by the designated Signature Authority. **SEE HERE.**

- Checklist for Applicants represents the minimum qualifications needed for an application to be considered for review and scoring. [SEE HERE.](#)
- Proof of eligibility: include proof of the applicant's IRS designation as a 501(c)(3); or documentation as a California Native American Tribe as defined by Governor's Executive Order B-10-11.
- Application text/narrative (see **Table 1** below for the information to include and the points awarded for each section).
- Map(s) of your project area showing that your project is located in a disadvantaged and/or low income community, as identified pursuant to California Health and Safety Code sections 39711 and 39713 (added and amended by [Senate Bill 535 and AB 1550](#)), or on Tribal lands.
- A Budget Spreadsheet. Administrative costs must be 20% or less. A template for the budget spreadsheet can be found at: <https://ww2.arb.ca.gov/capp-cag>
- CEQA Documentation for your project. [SEE HERE.](#)

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Table 1: Application Narrative – Format and Specific Information Required for Evaluation

Maximum
No. of
Points
Awarded

Section 1: General Project Information

- Include the project title along with the name of the applicant and partners (including subcontractors).
- Provide a one paragraph summary of the project including the Grant Project Category you are applying to and why, and the amount of grant money requested (not to exceed \$100,000 for educational projects or \$300,000 for technical or targeted projects).
- Identify the specific project location. Include copies of the California Climate Investment Priority Population map indicating low-income and disadvantaged communities where the project will take place, (go to: <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>).

6 points

Section 2: Applicant Background*

- Provide a project organization chart. Include staff names, resumes, and subcontractors along with their role in the project by task.
- Describe the history and connection of applicant in/to the community (have you worked in this area before and, if so, what did you do). Provide examples of representing or advocating in and for your proposed community. Describe how the community will drive decision-making.

6 points

Section 3: Collaboration and Leveraging

- Provide a detailed description of the community you propose to engage. This should include a narrative on air/environmental issues and how your project will help resolve the issues. **Include letters of support or commitment as attachment(s) in your application package.** Additional points will be awarded for letters of support that detail specific commitments from partners. *See section 8, below.*
- Provide a brief description of any existing or planned partnerships with any of the following groups, detailing what they are providing to the proposed project: community-based organizations, academia, government, researchers or institutions, local air district, business entities, health professionals, school district representatives, California Native American Tribes. *(This is not an exhaustive list and partners may include other entities).*

10 points

Section 4: Scope of Work – tasks and timelines

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

For Educational and Targeted Projects (development of local CERP)

- **Task 1: Project Goals and Milestones**
 - o Define the goals and objectives for your project (they need to be measurable and well-defined). Include mechanisms for qualitative and quantitative assessment of the project. How will success be measured?

30 points

- Explain project tasks and the proposed milestones for each, along with expected benefits and outcomes (demonstrate how the project will contribute to the Community Air Grant Project priorities as described on **page 4**).
 - Describe how results will be reported for each task.
 - Clearly identify the anticipated benefits, and potential challenges, of the project.
- **Task 2: Community Engagement** (e.g., public events and targeted stakeholder meetings to discuss project proposal with community members, event notices provided by social media/website/in-person delivery/mail, etc. and in language(s) appropriate to the audience, outreach and education activities, etc.).
 - **Task 3: Workforce Development** (e.g., does your project provide paid internships to students or learning institution students, high-quality jobs¹, job training, etc. to priority populations).
 - **Task 4: Reporting** (e.g., data collection and presentation, preparation of biannual reports, preparation and submittal of final report, etc.).

For Technical Projects (including development of Community Air Monitoring Plans)

- **Task 1: Project Goals and Milestones**
 - Define goals and objectives for your project (they need to be measurable and well-defined). Include mechanisms for qualitative and quantitative assessment of the project. How will success be measured?
 - Explain project tasks and the proposed milestones for each, along with expected benefits and outcomes (demonstrate how the project will contribute to the Community Air Grant Project priorities as described on **page 4**).
 - Describe how results will be reported for each task.
 - Clearly identify the anticipated benefits, and potential challenges, of the project.
- **Task 2: Community Engagement** (e.g., public events and targeted stakeholder meetings to discuss project proposal with community members, event notices provided by social media/website/in-person delivery/mail, etc. and in language(s) appropriate to the audience, outreach and education activities, etc.).

¹ local living wages, health insurance, paid leave

<ul style="list-style-type: none"> - Task 3: Workforce Development (e.g., does your project provide paid internships to students or learning institution students, high-quality jobs², job training, etc. to priority populations). - Task 4: Reporting (e.g., data collection and presentation, preparation of biannual reports, preparation and submittal of final report, etc.). - Task 5: Monitoring (what type of monitoring do you propose, where, for what parameters, how many locations, what type of data will be collected and by whom, monitoring duration, etc.). Projects with monitoring components will be required to adhere to CARB Blueprint's Appendix E for Community Air Monitoring, specifically elements 1-5 in the Table E-2 Checklist for Community Air Monitoring Evaluation. <ul style="list-style-type: none"> - Element 1: Form Community Partnerships - Element 2: State the Community-Specific Purpose for Air Monitoring - Element 3: Identify Scope of Actions - Element 4: Define Air Monitoring Objectives - Element 5: Establish Roles and Responsibilities 	
<p>Section 5: Budget</p> <ul style="list-style-type: none"> • Include a description/narrative of your budget by task (what's included) and overall project budget. <ul style="list-style-type: none"> ○ Describe (in the narrative) any in-kind services or additional funding sources that are being leveraged or utilized in this project. If leveraging funds from multiple sources of the GGRF/California Climate Investments (CCI), please describe in the application materials. • Provide costs for the activities proposed under each task and overall project budget using the budget template included. See Budget Template, available at https://ww2.arb.ca.gov/capp-cag <ul style="list-style-type: none"> ○ Include shipping and handling, taxes, set-up, installation, service agreements, community meeting costs, materials, warranties, contracts, subcontractor costs, equipment costs, etc. by task. 	10 points
<p>Section 6: Timeline</p> <ul style="list-style-type: none"> • Provide a detailed project timeline that identifies anticipated start and end dates for project milestones by task. • Include the name of the person (if known) and/or organization responsible for each activity by task. 	10 points
<p>Section 7: Programmatic Alignment</p> <ul style="list-style-type: none"> • Describe how the proposed project leads toward identifying, evaluating, and/or reducing exposure to, or facilitating the reductions of air toxics and criteria air 	25 points

² local living wages, health insurance, paid leave

<p>pollutants from stationary and/or, mobile, or area sources in California communities. This may also include greenhouse gas emissions co-benefits.</p> <ul style="list-style-type: none"> • Describe how the proposed project aligns with CARB’s AB 617 implementation goals as described in the CARB Community Air Protection Blueprint (Blueprint) by demonstrated consistency with CARB or air district program priorities described in the Blueprint and/or applicable State Implementation Plan(s). • Extent to which the proposed project substantially advances innovative policies to achieve program goals. 	
<p>Section 8: Letters of Commitment and/or Support</p> <ul style="list-style-type: none"> • Letters of commitment or support, including from the participating or sponsoring air district for projects that propose to work with local air districts and/or U.S. EPA on specific project components (e.g. developing a community-led CERP, co-location of community air sensors at district air monitoring sites), describing the nature and extent of their commitment to the project. 	3 points

* For projects proposed jointly by a California organization holding a tax-exempt status under Section 501(c)(3) of the Internal Revenue Code (the applicant), in partnership with a California community-based organization without Section 501(c)(3) status (the sub-grantee), provide this information regarding the sub-grantee. You may additionally provide this information regarding the applicant, if applicable.

The application narrative should involve clear and succinct responses to the bulleted items listed in the table above. A well-prepared application will address each question (at a minimum) thoroughly and will pay attention to the points that can be awarded for each section. Additional information can be provided to explain your proposed project, its benefits to the community, and capacity building opportunities. Applicants are responsible for supplying sufficient detail for the review panel to fully evaluate your proposal.

Do not assume the review panel knows anything about your organization or previous project experience.

Applicants must provide a signed coversheet (electronic signatures are permitted) and checklist along with the application narrative and all required attachments. Applications must be submitted electronically or by mail. The signed coversheet, checklist, and application package must be received no later than **11:59pm, March 3, 2023** ~~April 24, 2023~~ if submitting electronically. **Applications submitted after this time will not be accepted or considered. WE HIGHLY RECOMMEND YOU SEND EMAIL SUBMITTALS EARLY ENOUGH FOR CARB TO RECEIVE THEM BY THE DEADLINE.** Electronic submissions must be sent to the following email address and must meet the submission criteria provided below.

Electronic application Submission Criteria	Compile your application into 1 PDF document and do not exceed 10MB total. No later than 11:59pm, March 3, 2023 <u>April 24, 2023</u>
Email address	Email your application to CARB at: AirGrants@arb.ca.gov
Hard Copy Application Deadline	Received no later than 5:00 pm March 3, 2023 <u>April 24, 2023</u> . Applications will not be accepted after this date.

Applications may be received by U.S. Mail (postage prepaid) and if sent by U.S. Mail, must be received by CARB no later than 5:00pm, ~~March 3, 2023~~ **April 24, 2023** (the Application Deadline). Mail applications to CARB at the following address:

California Air Resources Board
Community Air Grants Program
1001 I Street, 6th floor
Sacramento, CA 95814

For any questions concerning the application process, you may contact CARB at the following email address: AirGrants@arb.ca.gov.

No hand delivered, oral or facsimile applications will be accepted.

Electronic Mail Communications – Communications regarding this solicitation will be conducted by electronic mail (email). ALL applicants agree to provide CARB with a valid email address with the application at the time of submission. ALL applicants (regardless of how sent) must include in their application a valid email address for an applicant point of contact. All communications to the applicant will be made to the email address provided by the applicant.

CARB is not liable or responsible for applications that fail to properly arrive on time (e.g. lost in the mail, delays in arrival, stolen mail, sent to the wrong address, etc.). CARB is not responsible or liable for email communications that do not make it to the intended destination (receiver).

Amended Proposal – Applicants may only submit an amended application before the Application Deadline. Such amended application must be a complete replacement of a previously submitted application package and must be clearly identified as such in the cover letter transmitting the new application (the “Letter of Transmittal”). CARB personnel will not merge, collate, or assemble application materials. Once received, the new amended application package will replace the previously submitted

application package in its entirety. All amended application packages must be submitted and received by the Application Deadline.

Withdrawal of Application – Applicants may withdraw their applications at any time. The applicant’s authorized representative must submit an email to AirGrants@arb.ca.gov indicating that the application is being withdrawn.

No Late Applications – In order for an application to be considered, the complete application package must be received by the CARB Air Grants Program, by no later than the Application Deadline. An application that was sent but not received by the Application Deadline is a non-responsive (ineligible) application.

No Public Opening – There will be no public opening of the application packages for this solicitation.

Use of Electronic Versions of the solicitation – This solicitation is made available by electronic means. In the event of conflict between a version of the solicitation in the applicant’s possession and the version maintained by the solicitation Lead, the version maintained by the solicitation Lead will govern.

Incurring Costs – This solicitation does not commit CARB to award, nor does it commit CARB to pay, any costs incurred by any applicants resulting from or related to the submission of an application or participation in the solicitation process (including but not limited to travel expenses). Each applicant is responsible for the cost of developing an application and this cost cannot be charged to or reimbursed by the State of California or CARB. Applicants shall not be reimbursed for any costs incurred or anticipated to be incurred, directly or indirectly as a result of or related to the preparation, submission or withdrawal of an application, actions taken in anticipation of a Grant award, participation in the solicitation process, travel, interview preparation, attendance, environmental review or solicitation cancelation and all such costs shall be the sole cost, liability and responsibility of each submitting applicant.

Submitted applications become the property of CARB and will not be returned.

CARB will host at least two virtual community workshops to answer questions about the application process and required submittals. Questions may be submitted via email to AirGrants@arb.ca.gov, the day of the workshop. After ~~January 10, 2023~~ **April 14, 2023** CARB will not accept questions on the AB 617 Community Air Grant Program Request for Applications. CARB will release a complete “Question and Answer” document based on the questions received by ~~January 10, 2023~~ **April 14, 2023**, and post it on our website (<https://ww2.arb.ca.gov/capp-cag>). The website will be updated to reflect times, call-in numbers, and any date changes if they occur. Any verbal communication with a CARB employee concerning the application process is

not legal advice or binding on the State and will not alter the written application process.

PROJECT BUDGET

The project budget should be prepared using the spreadsheet template located here <https://ww2.arb.ca.gov/capp-cag>. A description of the costs for the activities proposed under each task, along with the overall project budget and any leveraged funds, should be described in Section 4 of the application. When preparing the project budget, use the guidelines below:

- Your budget will be arranged based on the “tasks” described in the Table above. These tasks are “Project Goals and Milestones,” “Community Engagement,” “Workforce Development,” and “Reporting.” Technical grants will fill out a fifth budget item, “Monitoring.”
- On the Budget Template, use the dropdown menu for Budget Category, accessible by hovering to the right of the Budget Category box. Select either “Personnel,” “Supplies and Services,” “Equipment,” or “Subcontractors.”
- Based on your response to Budget Category, the option for Budget Item will display different options. To select the Budget Item, hover to the right of the Budget Item box. **Note:** You must select a Budget Category before the option to select a Budget Item appears.
- The budget narrative should be clear and easy to understand. Overall costs should align with your Scope of Work and costs by task.
- Include shipping and handling, taxes, set-up, installation, service agreements, community meeting costs, materials, warranties, contracts, equipment costs, contractor work, sub-grantee fees, etc. by task.
- Administrative costs may be covered up to a **maximum of 20 percent**. However, CARB anticipates a likely range of 10-15 percent for most projects.
- Use whole dollar amounts.
- Make sure the numbers add up.
- Retain documentation on how your budget was calculated.

- Regarding outputs (things you want to accomplish with this funding), determine the exact or maximum number of items you are proposing to conduct or implement (e.g. host three community meetings; contact 300 households in the community; hire one data analyst; hold a bus tour for 50 people; operate 20 monitoring stations for particulate matter for 20 weeks, etc.) and budget for that number.
- Describe any in-kind services or additional funding sources that are being leveraged or utilized in this project.

SCORING AND REVIEW PROCESS

Grant applications that meet the Minimum Qualifications will be evaluated and scored in two steps: 1) Administrative and Technical Review (75 points) and 2) Programmatic Alignment (25 points). The goal of this two-step review process is to identify and fund project proposals that balance the most meritorious science-based approaches, and that offer the highest promise to fulfill the programmatic goals set forth in the AB 617 Community Air Grant Program Request for Applications.

The first step of evaluation is the Technical and Administrative Review and will be conducted by staff. The criteria listed in **Table 1** will be used to evaluate proposals based on their administrative, scientific and technical merit. An Administrative and Technical Panel consisting of governmental program staff (e.g. Engineers, Specialists, Researchers, Scientists, Technicians, and Analysts) and non-governmental representatives will conduct this part of the evaluation. Participating agencies may include, but will not be limited to, staff of the Boards, Departments, and Offices under the California Environmental Protection Agency; U.S. Environmental Protection Agency; air districts, local governmental and regulatory agencies, the California Air Pollution Control Officers Association (CAPCOA); and other associations, health or philanthropic organizations.

The maximum number of points available in the first-step Administrative and Technical Review will be 75 points (see **Table 1** for points awarded per section of the application narrative).

The second step of evaluation is the Programmatic Alignment evaluation, and will be conducted by a Programmatic Panel. The Programmatic Panel may be composed of upper and high-level managers and executives from, but not limited to, CARB; the California Environmental Protection Agency; U.S. Environmental Protection Agency; air districts, local governmental and regulatory agencies; the California Air Pollution Control Officer Association (CAPCOA); and other associations, health or philanthropic

organizations. The criterion to evaluate and score those applications that advance to the second step are presented in **Table 1, Section 7**. The Programmatic Panel score, up to 25 points, will be added to the first-step score to derive a final score of up to 100 points for each application. After the Programmatic Alignment evaluation, award lists will be generated for proposals based on their rank and final score. This process will determine the ultimate awardees.

CARB will post basic information about all applications submitted for consideration, (e.g. the name of the applicant, descriptive information about the proposed project, and funding amounts requested), at least ten (10) days before announcing funded awards. Community Air Grant awardees will be notified upon determination and a final award list will be publicly posted.

To maximize funding opportunities for applications that do not receive funding through the Community Air Grant Program, applicants will have the option to have their proposals considered by the Supplemental Environmental Project (SEP) Program. The SEP Program is administered through CARB's Enforcement Division and allows community-based projects to be funded from a portion of the penalties received during settlements of enforcement actions. The SEP program is not a grant program, meaning funds are only available upon eligibility determination and selection by a violator as part of a settlement agreement.

Applicants must check a box on the Coversheet (<https://ww2.arb.ca.gov/capp-cag>) to allow their application to be sent to the SEP Program for additional consideration. CARB will notify applicants that their application was referred to the SEP Program and provide guidance on the SEP proposal and funding processes. Those who choose to participate in the SEP program will be required to submit a SEP proposal and budget form and CARB will review the application for feasibility and alignment with the SEP Policy. If the application is deemed complete and eligible, it will be added to the list of SEP proposals that are eligible for funding. An applicant may not be selected for both a Community Air Grant and a SEP for the same project.

To learn more about the SEP program, email SEP@arb.ca.gov or visit <https://ww2.arb.ca.gov/our-work/programs/supplemental-environmental-projects-sep>.

GRANT PERIOD AND FUNDING

The grant period begins pursuant to the date on the Grant Agreement coversheet sent to awardees. All funds granted must be liquidated (spent) by June 30, 2026.

An executed Grant Agreement will be required prior to awardees receiving any funding. To receive a fund disbursement, or an advance payment, the Grantee must submit a Grant Disbursement request form to CARB, and/or an Advance Payment Request form. These forms are available at: <https://ww2.arb.ca.gov/our-work/programs/community-air-protection-program/community-air-grants/for-grantees>.

If a project is selected for funding under this solicitation, the Grantee Statements of Work, Timelines, and all future project reports will be publicly posted online at <https://ww2.arb.ca.gov/capp-cag>.

REPORTING

After full grant execution, Grantee must submit reports to CARB biannually through the end of the grant term, or until all funds have been liquidated. Specific due dates will be included in the Grant Agreement. Reporting Template:

<https://ww2.arb.ca.gov/resources/documents/reporting-template-form-0>

Projects that are awarded funding under this solicitation may be asked to develop a Work Plan prior to implementing activities. See Work Plan Contents (<https://ww2.arb.ca.gov/capp-cag>).

CONFLICT OF INTEREST

Government Code section 87014 **87104** prohibits public officials of CARB, which includes any member, officer, employee, or consultant of a CARB advisory body, from making a formal or informal appearance before, or oral or written communication to CARB for the purpose of influencing a decision by CARB on a grant or other entitlement for use, such as a contract, loan, license, or permit. Prohibited communications include grant applications, letters, emails, phone calls, meetings, or any other form of oral or written communication within or outside of a public committee meeting with CARB, or CARB staff, for the purpose of influencing a CARB decision on an application for funding submitted to CARB. A knowing or willful violation of this section may result in a member being guilty of a misdemeanor and fined up to the greater of \$10,000 or three times the amount of an amount unlawfully received. If a court determines a violation occurred and that the official action might not otherwise have been taken or approved if not for the prohibited communication, the grant may be voided. (See Gov. Code §§ 91000, 91003.)

For this reason, CARB officials, including but not limited to advisory body members, also may not be a signatory, or administrator on a grant application, or on any resulting grant agreement. Such individuals should not be listed on the grant application except as necessary to show their role in the organization.

Note that an advisory body member's organization may continue to be eligible for a grant. However, the grant must not follow any communications for purposes of

influence by the advisory body member on CARB's decision on that grant agreement. Additionally, that organization would need to identify a different member of the organization to sign or be the administrator for any applications and awarded grants.

Please also note that applications from organizations affiliated with CARB Board members may require additional review and Board approval. Although CARB will make every effort to obtain required review and approval in a timely manner, this may delay grant execution and/or distribution of funds.

Each Grant applicant certifies that it is in compliance with applicable state and federal conflict of interest laws at the time it submits its application to this solicitation and shall remain in compliance with all such laws during the solicitation process, and, if selected, during the Term of the fully executed Grant Agreement, and during all extensions. An applicant will have no interest, and will not acquire any interest, direct or indirect, which will conflict with its ability to impartially perform under, or complete the tasks described in the Grant Agreement. An applicant must disclose any direct or indirect financial interest or situation which may pose an actual, apparent, or potential conflict of interest with its duties with its application package. CARB may consider the nature and extent of any actual, apparent, or potential conflict of interest in an applicant's ability to perform and carry out all obligations under the Grant Agreement. Each applicant must immediately advise CARB in writing of any potential new conflicts of interest.

PROJECT ADMINISTRATION

a. For an organization with tax-exempt status under Internal Revenue Code section 501(c)(3) that is governed by a Board, CARB will require a Board Resolution or documentation of approval of the project by the Board before CARB executes the Grant Agreement. For a California Native American Tribe in as defined by Governor's Executive Order B-10-11, CARB may require an approved Resolution or documentation of approval of the project from the Tribal governing body before CARB executes the Grant Agreement. CARB requests applicants to provide the Board Resolution within 21 days of the announcement of the award.

b. CARB will evaluate all responsive (eligible) project applications based on the same scoring criteria, as described in these Guidelines and the scoring table, Table 1. Only responsive (eligible) applications will be scored. To be eligible, project applications must meet the Minimum Qualifications.

c. Ineligible costs for funding include, but are not limited to childcare. CARB reserves the right to remove discrete elements of projects selected for funding that CARB determines to be ineligible, in accordance with these Guidelines and California Health and Safety Code section 44391.2(d).

d. In the event that one or more projects cannot be fully funded because the requested amount exceeds the available remaining funds, CARB in its sole discretion may offer to fund those projects at a lesser amount at a scaled-down scope. If the project applicant declines funding at the reduced project scope, CARB may offer funding to the next highest scoring eligible application, either fully or at a scaled-down scope, carry the remaining funds forward to the next fiscal year, or not award a grant.

e. In the event funding has been awarded to the highest scoring projects, and the remaining available funds are less than the amount requested in the next highest scoring application, CARB, in its sole discretion, may offer funding to the next highest scoring project(s) that request less than the remaining available funds, carry the remaining funds forward to the next fiscal year, or not award a grant.

f. If none of the applicants meet all Minimum Qualifications, resulting in no responsive (eligible) applications to evaluate, CARB, at its discretion, may re-issue the solicitation Guidelines, or issue a new solicitation.

g. The Grantee will be required to sign a Grant Agreement with CARB to fulfill the administrative duties and technical duties associated with the project. No legal obligations will exist unless and until both parties have fully executed and delivered a Grant Agreement. This solicitation and the selection process shall in no way be deemed to create a binding contract or agreement of any kind between CARB and any applicant, nor shall any information presented by CARB be construed as a representation or warranty on behalf of CARB or as a statement on which the applicant may justifiably rely in executing any license or agreement with CARB.

h. A Grantee is responsible and liable for all work performed by, and all actions and inactions of, subgrantees, partners, contractors, subcontractors, employees, agents and assigns. A Grantee that is a California organization holding a tax-exempt status under Section 501(c)(3) of the Internal Revenue Code, in partnership with a California community-based organization without Section 501(c)(3) status designated as a subgrantee, will be required to sign a Grant Agreement with CARB specifying that the Grantee has joint and several liabilities for compliance with grant requirements.

i. Some proposals could qualify as a project under the California Environmental Quality Act (CEQA). In these instances, applicants may need to submit additional documentation in order to facilitate CEQA completion, prior to approval of the agreement and award of the grant money. Thus, no awards can be approved until CEQA is satisfied.

j. Any change in the project budget, redefining of deliverables, or extension of the project schedule must be approved in advance and in writing by the CARB Project Liaison, or designee, and may require a Grant Agreement amendment. Once a grant is

in place, minor changes to the work to be done or other project scope changes may be considered by CARB, in consultation with the Grantee.

k. CARB reserves the right to terminate a Grant Agreement if CARB determines, in its sole discretion, that the objectives cannot be reached or that the Grantee, or their subcontractors cannot or will not perform the required work in accordance with the project timeline.

l. The Grantee must allow CARB, the California Department of Finance, the California Bureau of State Audits, or any authorized designee access, during normal business hours (8am – 5pm Monday through Friday excluding holidays in accordance with State of California), to conduct reviews and fiscal audits or other evaluations. Access includes, but is not limited to, reviewing project records, site visits, interviews, and other evaluations as needed. Project evaluations or site visits may occur unannounced as CARB staff or its designee deem necessary.

m. The Grantee must retain project records for at least 3 years after the completion of the project.

n. Upon submittal to CARB, all applications (including all attachments) become property of the State of California, and will not be returned. CARB may publicly post all or some of the contents of the applications. Applications will be treated in accordance with Public Records Act requirements and that certain information, subject to those requirements, may be publicly disclosed.

o. Errors: If an applicant discovers any ambiguity, conflict, discrepancy, omission, or other error in the Guidelines, the applicant must immediately notify CARB of this error in writing and request clarification of the document. CARB is not responsible for failure to correct errors. CARB, in its sole discretion, will determine if modification or correction is warranted.

p. Immaterial Defect: CARB may waive any immaterial defect or deviation contained in an applicant's application. CARB's waiver shall in no way modify the application or excuse the successful applicant from full compliance.

q. Disposition of Applicant's Documents: Except as otherwise determined by CARB, on the date that the Grant Agreement is signed, all applications and related material submitted in response to these Guidelines become a part of the property of the State and public record.

r. California Public Records Act (CPRA) – All documents, information and records provided to or made available to CARB in response to this solicitation become the sole and exclusive property of CARB. CARB is a public agency subject to the disclosure requirements of the California Public Records Act ("CPRA"). If trade secret or proprietary information is contained in documents or other information submitted

by the applicant as a part of the application package, and the applicant has expressly claimed that such information falls within one or more CPRA exemptions, then the applicant must clearly mark such information "CONFIDENTIAL AND PROPRIETARY" and identify the specific lines containing the confidential information on each document BEFORE submitting the application package to CARB. In the event of a request for such information, CARB will make reasonable efforts to provide notice to the applicant prior to disclosure under the CPRA. If the applicant contends that any documents are exempt from the CPRA and wishes to prevent disclosure, the applicant is required at its own cost, liability and expense to obtain a protective order, injunctive relief or other appropriate remedy from a court of law in Sacramento County at least three (3) business days before CARB's deadline to respond to the CPRA request. If the applicant fails to obtain such a court remedy within said timeframe, then CARB may, at its discretion, disclose the requested information and CARB shall not be liable or responsible for such disclosure. Applicant agrees that it shall defend, indemnify and hold CARB harmless for, from and against any and all claims that may or do result from denial by CARB of a CPRA request for any applicant information.

s. Confidentiality – Until posted on the CARB website, or until otherwise determined by CARB to be a disclosable public record, all data and information obtained from CARB by the applicant or provided to the applicant or its agents in this solicitation process, including reports, recommendations, specifications, and other data, shall be treated by the applicant, and its agents, representatives, sub-consultants, assigns, and employees, as confidential. The applicant and its agents, assigns, employees, sub-consultants, and representatives shall not disclose/communicate this information to a third party or use it in advertising, publicity, propaganda, or in another job or jobs, unless written consent is obtained from the CARB. In addition to the requirements of the CPRA, CARB may be under other legal obligations for release or disclosure of the information contained in any application package submitted and makes no warranty or representation that such information and accompanying documents will not be released where required or allowed to be released by applicable law.

t. Agreement Requirements: The content of these Guidelines and each grant application shall be incorporated by reference into the final Grant Agreement. See the sample Draft Grant Agreement included with this Request for Applications.

u. Order of Precedence: In the event of any inconsistency between the articles, exhibits, attachments, specifications, or provisions which constitute this Agreement, the following order of precedence shall apply:

- i. Grant Agreement Cover Sheet
- ii. Exhibit A – Grant Provisions and attachments
- iii. Exhibit B – Community Air Grant Request for Application
- iv. Exhibit C – Grantee Application, Exhibit C1 Scope of Work and Technical Work Plan (if applicable), Exhibit C2 Timeline/Milestones, and Exhibit C3 Budget.

- v. All other Exhibits incorporated into the Grant Agreement as listed on the Grant Agreement Cover Sheet.

v. CARB reserves the right, but not the obligation, to negotiate with applicants to modify the project scope, the level of funding, or both. If CARB is unable to successfully execute a grant agreement with an applicant, CARB, in its sole discretion, reserves the right to withdraw the pending award and fund the next highest ranked eligible project or take such other action as appropriate. This does not limit CARB's ability to withdraw a proposed award for other reasons, including for no cause.

w. No Agreement Until Signed: No agreement between CARB and the Grantee is in effect until the agreement is signed by the Grantee and signed by the authorized CARB representative. Costs are only subject to reimbursement by CARB after execution; no costs incurred prior to execution of the agreement are reimbursable using CARB funds.

x. No Modifications to the General Provisions: Because time is of the essence, if an applicant at any time, including after Grantee Selection, attempts to negotiate, or otherwise seeks modification of, the conditions of the Grant Agreement, CARB may reject an application or withdraw a proposed award. This does not alter or limit CARB's ability to withdraw a proposed award for other reasons, including failure of a third party agency to complete CEQA review, or for no cause.

y. Payment of Prevailing Wages: Prevailing wage rates can be significantly higher than non-prevailing wage rates. Failure to pay legally-required prevailing wage rates can result in substantial damages and financial penalties, termination of the grant agreement, disruption of projects, and other complications. Please see: <https://www.dir.ca.gov/Public-Works/Prevailing-Wage.html>

z. Guidelines Cancellation and Amendments: Within its sole discretion, CARB reserves the right, but not the obligation, to do any of the following at any time:

- Cancel, modify or amend these Guidelines (including the solicitation).
- Revise the amount of funds available under these Guidelines.
- Reject any or all applications received in response to these Guidelines for any or no reason.
- Waive or correct any minor or inadvertent defect, irregularity, or technical error in an application, in the solicitation or the solicitation process, or as part of any subsequent grant negotiation;

- Request that an applicant or applicants supplement or modify all or certain aspects of a submittal or other documents or materials that have been submitted;
- Procure services or issue grants specified in these Guidelines by any other legal means;
- Modify the selection process, the grant terms, or the contents or format of the forms, conditions, instructions or requirements;
- Extend or modify deadlines specified in this solicitation or in the grant agreement, including deadlines for accepting applications;
- Modify any terms and/or conditions of the grant agreement;
- Terminate failed negotiations without liability, and negotiate with other applicants;
- Negotiate with any or none of the applicants;
- Disqualify any applicant or selected grantee on the basis of a real or apparent conflict of interest, or evidence of collusion that is disclosed by the applicant or other data available to CARB; and/or,
- Eliminate, reject, or disqualify an application from any applicant who fails to submit a responsive application or who later fails to demonstrate that they are a responsible applicant, as determined solely by CARB.

aa. **Claims against CARB** – Each applicant acknowledges, accepts, and understands that neither applicant’s organization, nor any of applicant’s representatives, employees, agents, contractors, subcontractors, affiliates, partners, officers or board members, shall have any claims whatsoever against CARB or any of its respective officials, agents, or employees arising out of or relating to this solicitation or these solicitation procedures.

bb. **No Right to Protest** – Applicant acknowledges, understands and agrees that consideration for and award of a grant is fully discretionary and at no time shall applicant be entitled to protest, appeal or challenge a decision to reject or accept an application, disqualify an applicant or an application, or withdraw or amend the solicitation in whole or in part.

cc. **Prohibition on Funding Non-Public Schools and Sectarian Purposes** – Grantees may use or authorize the use of CARB funds only in any manner that is consistent with applicable laws, including California Constitution, article XVI, section 5, article IX, section 8, and federal law. CARB reserves the right to obtain additional information

from applicants and Grantees to determine compliance with California Constitution, article XVI, section 5 and article IX, section 8. Failure to provide any requested information may result in denial of grant funding or termination of an existing grant agreement.

dd. **Russian Sanctions** – On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (EO) regarding sanctions in response to Russian aggression in Ukraine. Grantee, its contractors, subcontractors, subgrantees, employees, agents, affiliates and assigns, are each required to comply with Executive Order N-6-22 and all federal laws pertaining to transactions involving Russia. Failure to comply with any such federal law or the EO will deem an applicant ineligible (nonresponsive) for any grants, and is also a breach of the executed Grant Agreement and grounds for immediate grant termination. Applicant represents, warrants and agrees, by submission of an application in response to these Guidelines, that the applicant and each of its contractors, subcontractors, subgrantees, affiliates, agents, employees and assigns shall comply at all times with EO N-6-22 and all federal laws pertaining to transactions with Russia. Applicant further represents, warrants and agrees that neither it nor any of its contractors, subcontractors, subgrantees, affiliates, agents, employees or assigns (i) are targets of economic sanctions imposed in response to Russia’s actions in Ukraine, (ii) are involved in any transaction in violation of any provision or requirement of EO N-6-22 or any federal law pertaining to Russia or (iii) are in violation of any other federal law or laws pertaining to any entity or individual listed on the Office of Foreign Asset Control’s (OFAC) SDN List. Unless otherwise authorized or exempt, transactions by U.S. persons or in the United States are prohibited if they involve transferring, paying, exporting, withdrawing, or otherwise dealing in the property or interests in property of an entity or individual listed on the Office of Foreign Asset Control’s (OFAC) SDN List. The property and interests in property of an entity that is 50 percent or more owned, whether individually or in the aggregate, directly or indirectly, by one or more persons whose property and interests in property are blocked pursuant to any part of 31 C.F.R. chapter V are also blocked, regardless of whether the entity itself is listed. Failure to comply could result in civil monetary penalties of up to the greater of \$250,000 or twice the amount of the underlying transaction may be imposed administratively against any person who violates, attempts to violate, conspires to violate, or causes a violation of E.O. 13660, E.O. 13661, E.O. 13662, E.O. 13685, or the Regulations. Refer also to the U.S. Department of the Treasury website: <https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>.

ee. **Environmental Justice** – In the performance of the Grant Agreement, the applicant acknowledges, agrees and understands that, if selected as a Grantee, it is required to conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, genders, cultures, and income levels, including minority populations and low-income populations of the State of California. Equal access, includes, but is not limited to, ensuring language barriers are fully

addressed to the satisfaction of CARB and as otherwise required by local, state or federal law.

ff. **Nondiscrimination** – In the performance of the Grant Agreement, the applicant acknowledges, agrees and understands that, if selected as a Grantee, it and all of its contractors, subcontractors, subgrantees, affiliates, employees, agents and assigns shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age (over 40), sexual orientation, or veteran or military status, nor shall any employee be discriminated against or harassed based on a request for or because of taking family-care leave, medical-care leave, or pregnancy-disability leave. The applicant acknowledges, agrees and understands that the selected Grantee and its contractors, subcontractors, subgrantees, affiliates, employees, agents and assigns shall ensure that the evaluation and treatment of employees and applicants for employment are free from such discrimination and harassment. Furthermore, the selected Grantee and its contractors, subcontractors, subgrantees, affiliates, employees, agents and assigns shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, title 2, section 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a)-(f), set forth in Chapter 5 of Division 4.1 of title 2 of the California Code of Regulations, are incorporated into the Grant Agreement and into this solicitation by this reference, and made a part hereof as if set forth in full. The selected Grantee, its contractors, subcontractors, subgrantees, affiliates, employees, agents and assigns, is required to give written notice of their, its, his, her obligations under this clause to all labor organizations with which their exists collective bargaining or other agreement. The selected Grantee will include the nondiscrimination and compliance provisions of this clause in all contracts, agreements, and subcontracts to perform work under the Grant Agreement.

gg. **Governing law and venue** -- Each applicant agrees, acknowledges and accepts that these Guidelines, each application, each applicant and each Grant Agreement is governed by, and shall be interpreted in accordance with, the laws of the State of California. CARB and each applicant hereby agree that any action arising out of these Guidelines, any application or any Grant Agreement shall be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the Eastern District of California. The Grantee hereby waives any existing sovereign immunity claims for purposes of these Guidelines, any Grant Agreement or any application.

hh. **Availability of Funds** – Applicant acknowledges, agrees and understands that CARB’s obligations under these Guidelines or a Grant Agreement, if any, are contingent upon the availability of funds. In the event funds are not available, CARB shall have no obligation and no liability to pay any funds whatsoever or to furnish any other consideration for any reason.

ii. **Compliance with law** – Applicant agrees that it will, at all times, comply with, and require its contractors, subcontractors and subgrantees to comply with, all applicable federal, state and local laws, rules, guidelines, regulations, and requirements in relation to its application, and if selected, in relation to the Grant Agreement.

jj. **Prohibition of Gifts** – CARB officials are subject to several legal and policy limitations regarding receipt of gifts from persons, firms or corporations either engaged in business with CARB or proposing to do business with CARB. The offering of any gift may be grounds for disqualification. To avoid even the appearance of impropriety, applicants intending to submit or submitting an application shall not offer any gifts or souvenirs, even of minimal value, to any CARB officers, employees, board members or advisors.

The Air Grants is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving health and the environment – particularly in disadvantaged communities. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.



REFERENCES AND RESOURCES

We have included a list of resources you may find useful (a - m). However, this list is not exhaustive.

- a. CARB Community Air Protection Program (AB 617): <https://ww2.arb.ca.gov/capp>
- b. CARB Community Air Protection Blueprint: <https://ww2.arb.ca.gov/capp-blueprint>
- c. CARB Community Air Protection Blueprint, Appendix E, Statewide Air Monitoring Plan: https://ww2.arb.ca.gov/sites/default/files/2020-03/final_community_air_protection_blueprint_october_2018_appendix_e_acc_0.pdf
- d. U.S. EPA Handbook for Citizen Science Quality Assurance and Documentation: <https://www.epa.gov/citizen-science/quality-assurance-handbook-and-guidance-documents-citizen-science-projects>
- e. CalEPA Disadvantaged Community Designation: <https://calepa.ca.gov/EnvJustice/GHGInvest/>
- f. CARB Pollution Mapping Tool: https://www.arb.ca.gov/ei/tools/pollution_map/
- g. CARB Priority Population Investments Mapping Tool: <https://webmaps.arb.ca.gov/PriorityPopulations/>
- h. Tracking California: Guidebook for Developing a Community Air Monitoring Network: <https://trackingcalifornia.org/cms/file/imperial-air-project/guidebook>
- i. OCAP Online Resource Center: <https://ww2.arb.ca.gov/capp-resource-center>
- j. SCAQMD: Air Quality Sensor Performance Evaluation Center: <http://www.aqmd.gov/aq-spec>
- k. US CDC Community Assessment for Public Health Emergency Response (CASPER): <https://www.cdc.gov/nceh/hsb/disaster/casper>
- l. CARB Environmental Justice Blog: <https://carbej.blogspot.com/>
- m. CARB Climate Change: <https://ww2.arb.ca.gov/our-work/topics/climate-change>

Other Funding Resources

We have included a list of other funding sources applicants may be eligible to apply for. However, this list is not exhaustive.

- a. Supplemental Environmental Projects: <https://ww2.arb.ca.gov/our-work/programs/supplemental-environmental-projects-sep>
- b. CalEPA Environmental Justice Small Grants: <https://calepa.ca.gov/envjustice/funding/>

All application materials listed below are available on the Community Air Grants Program website: <https://ww2.arb.ca.gov/capp-cag>

- Application Coversheet
- Budget Template
- CEQA Documentation
- Checklist for Applicants
- Work Plan Contents
- Draft Grant Agreement