



Sustainable Transportation Equity Project (STEP) Work Group Meeting #4

*January 15, 2020
3:00 pm – 5:00 pm*



Meeting Room Information:

Monitoring and Laboratory Division Building (13th and T)
1927 13th St
Sacramento, California 95811

MOVING CALIFORNIA
cleaner transportation for all communities

Dial-in Number: (915) 614-3426

Passcode: 409-786-203

Webinar Registration:

<https://register.gotowebinar.com/register/7544463263501938699>

What is STEP?

- The Sustainable Transportation Equity Project
- Part of the Low Carbon Transportation Program
- Funded by California Climate Investments
- Goals of STEP:
 1. Reduce greenhouse gas emissions
 2. Increase access to key destinations
 3. Address community residents' transportation needs
- In order to provide benefits to residents of disadvantaged and low-income communities

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How will STEP accomplish its goals?

- By funding **two types of grants**
- **Planning and Capacity Building Grants**
 - \$2 million for multiple grants
 - In disadvantaged and/or low-income communities
- **Implementation Grants**
 - \$20 million for 1 to 3 grants
 - In disadvantaged communities

Workgroup Meeting Schedule

#1 - October

- Overview
- Framework
- Eligible Applicants & Partnership Structure
- Grant Area & Benefits to Priority Populations
- Technical Assistance

#2 - November

- Eligible Projects
- Threshold Requirements
 - Community Engagement
 - GHG Reductions
 - Data Collection
 - Resource Contribution
 - Workforce Development
 - Displacement Avoidance
 - Climate Adaptation

#3 - December

- Example Grants
- Application Review and Scoring
- Technical Assistance
- Research and Evaluation

#4 - January

- Applicant Eligibility
- Resource Contribution
- Scoring Criteria
- Example Grants and Projects

Tentative Timeline

Mid-February 2020	Draft STEP Requirements released for public comment
	1-month public comment period
Mid-March 2020	Last day to submit public comments on Draft STEP Requirements
Mid-May 2020	STEP solicitation opens
	2 ½-month solicitation
End of July 2020	Last day to submit applications for STEP
September 2020	STEP recipients selected
End of January 2021	Deadline to complete grant agreements with awardees
	4-year grant term
Mid-March 2025	Deadline for grantees to spend STEP funds

SURVEY

In the room: Write answers on handout and turn in to us at the end of the meeting

On the phone: Write answers on handout and email to step@arb.ca.gov

On the webinar: Write answers in the Chat box of GoToWebinar

SURVEY

Who is participating?

1. What is your name?
2. What organization do you represent?
3. What type of organization do you represent?
4. In what county is your community located?

Note: All questions are OPTIONAL.

Recap

What We Heard	Our Response
How long do applicants have to spend STEP funds?	Funds have a liquidation deadline of March 2025, so we are looking for grants that have a timeframe of 4 years or less.
How are priority population benefits determined?	Benefits to priority populations (aka, disadvantaged and low-income communities) are determined differently per project type. Generally, projects must be located within and benefitting the residents in those communities to be considered direct, meaningful, and assured benefits.
Do applications need to include two different types of Transportation Strategies, or can they include two projects within the same Transportation Strategy?	To be eligible for funding, applications need to include two different types of Transportation Strategies. An application would not be eligible if all the projects included were Shared Mobility projects. The application would also have to include either a Fixed-Route Transit project or an Active Transportation project.

Recap – Applicant Eligibility

What We Heard	Our Response
Can state agencies be Co-applicants?	Yes
Must all projects be tied to single, discrete geographic locations?	The definition of a STEP Community includes that the community should be represented by a contiguous geographic boundary and should contain members that all function within the same transportation system.
How formal must applicant partnerships be to apply?	All applicants must be part of a Partnership Agreement, which outlines the responsibilities of each party in the agreement but is not legally binding. All applicants will have to agree to participate in a legally-binding MOU if selected to receive STEP funding.
What types of public agencies may qualify as Lead Applicants?	UPDATE: We propose to update the definition of who is eligible to be a Lead Applicant to include community-based organizations, federally-recognized tribes, and any local government, which may include cities, counties, air districts, councils of governments, transit agencies, JPAs, etc.

SURVEY

Proposed update to Lead Applicant definition:

- Community-based organizations
- Any local government, which may include:
 - Cities (for incorporated areas)
 - Counties (for unincorporated areas)
 - Air districts
- Federally-recognized tribes
- Councils of governments
- Transit agencies
- JPAs, etc.

If the Lead Applicant is not a community-based organization, one of the Co-applicants must be a community-based organization. If the Lead Applicant is not a local government, one of the Co-applicants must be a local government.

5. What are your comments on the proposed update?

Recap – Resource Contribution

What We Heard	Our Response
<p>A 40% resource contribution requirement may be a challenge for some types of entities. Are there any exceptions or exemptions?</p>	<p>At this time, we do not have any exceptions or exemptions proposed. However, we would like to know more about the challenges with meeting this resource contribution requirement, and are open to brainstorming ways to address these challenges.</p>
<p>Can HVIP or other vehicle rebate programs be used in conjunction with STEP funding?</p>	<p>Yes, in our proposal, other California Climate Investments funding may count for at most 50% of the total resource contribution.</p>
<p>Can in-kind or contributed staff time be an eligible resource contribution? What about donation of land?</p>	<p>Yes, see next slide for a full list of proposed eligible resource contributions.</p>
<p>Is the resource contribution requirement counted as a percent of the total project cost or the total grant budget?</p>	<p>The resource contribution requirement is counted as a percent of the total grant budget. Under this proposal, if an applicant was awarded \$10 million, they would have to contribute resources that were valued at \$4 million.</p>

Proposed Eligible Resource Contributions

Resource Contributions may include:

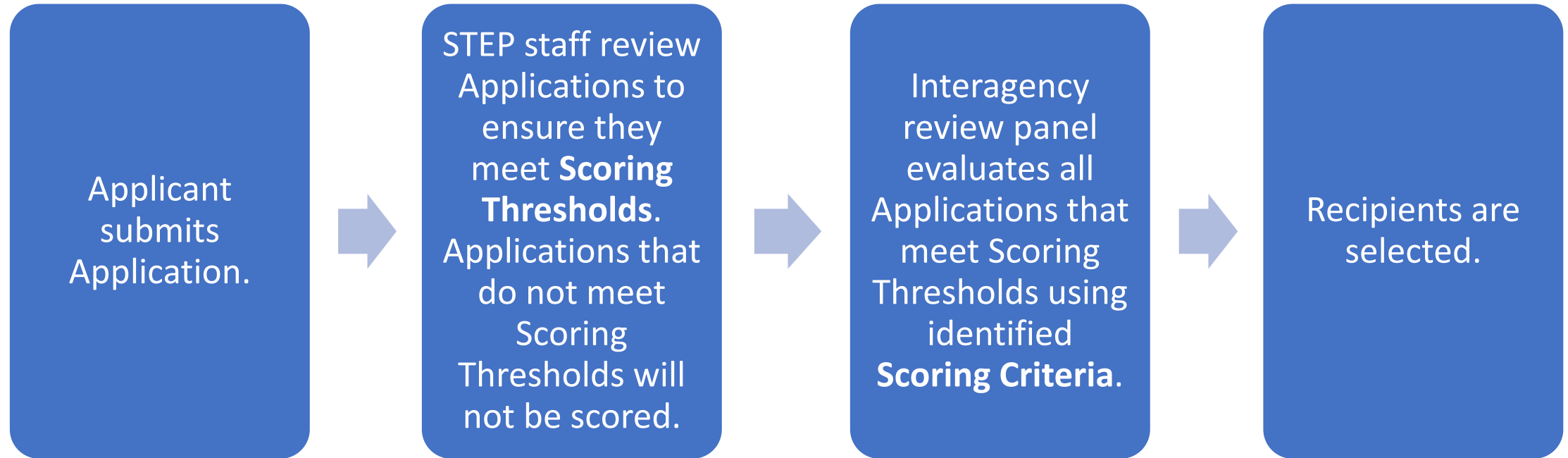
- Project costs during the Grant Term
 - Project-related materials/assets, technology, and equipment already owned by project participants and/or donated to the project that will be used during the Grant Term
 - Energy costs during the Grant Term: electricity or hydrogen
 - In-kind contributions
- Cash from other funding sources
- Contributions of staff/labor from Community Partners
- Labor costs during the Grant Term
- Donated land for infrastructure
- Lost parking meter revenue for on-street charging stations for shared-use vehicles
- Coordination with project-related research initiatives not funded by CARB
- Project costs (after the end of the Grant Term) that maintain the project through the project's lifetime

SURVEY

6. Will a 40% resource contribution be a barrier to applying for the Implementation Grant? Yes/No

7. What suggestions do you have to address challenges meeting the resource contribution requirement? *(e.g., lower the resource contribution required to 20%, exempt community-based organization Lead Applicants from the resource contribution requirement, allow more types of resource contributions)*

Recap – Application Review Process



Scoring Thresholds: The basic eligibility and threshold requirements that must be met for an application to be scored.

Scoring Criteria: The criteria used by the interagency review panel to score STEP applications after determining that they meet basic scoring thresholds.

Planning Grant

Objectives

- Identify disadvantaged and low-income community residents' transportation needs.
- Prepare for projects that will increase mobility and reduce greenhouse gas emissions to benefit residents of disadvantaged and low-income communities.

[See expanded list of proposed eligible projects here.](#)

Planning Grant – Framework

Objectives

- Defined by STEP
- 1 – Identify disadvantaged and low-income community residents' transportation needs.
- 2 – Prepare for projects that will increase mobility and reduce greenhouse gas emissions to benefit residents of disadvantaged and low-income communities.

Vision

- Defined by Applicant in vision statement
- Must articulate the overall vision for how the grant will meet objectives

Projects

- Planning and capacity building projects that the Applicant wants STEP to (at least partially) fund
- Identified by the Applicant as part of a community engagement process

Example Planning Grant

Vision:

- Community-based organization identified the need for more community engagement in this neighborhood
- In partnership with the community:
 - Identify community residents' barriers to transportation, common destinations, and transportation modes of interest
 - Educate community residents on different clean transportation and mobility options
 - Develop a list of projects that, when implemented, will help residents overcome the physical (the highway) and other barriers to transportation and increase access to clean transportation and mobility options

Example Planning Grant

Project: Community transportation needs assessment, including

- Extensive, multi-lingual community engagement through surveys, existing community events, and focus groups
- Outreach and education on transportation options
- An advisory committee of community residents to prioritize projects

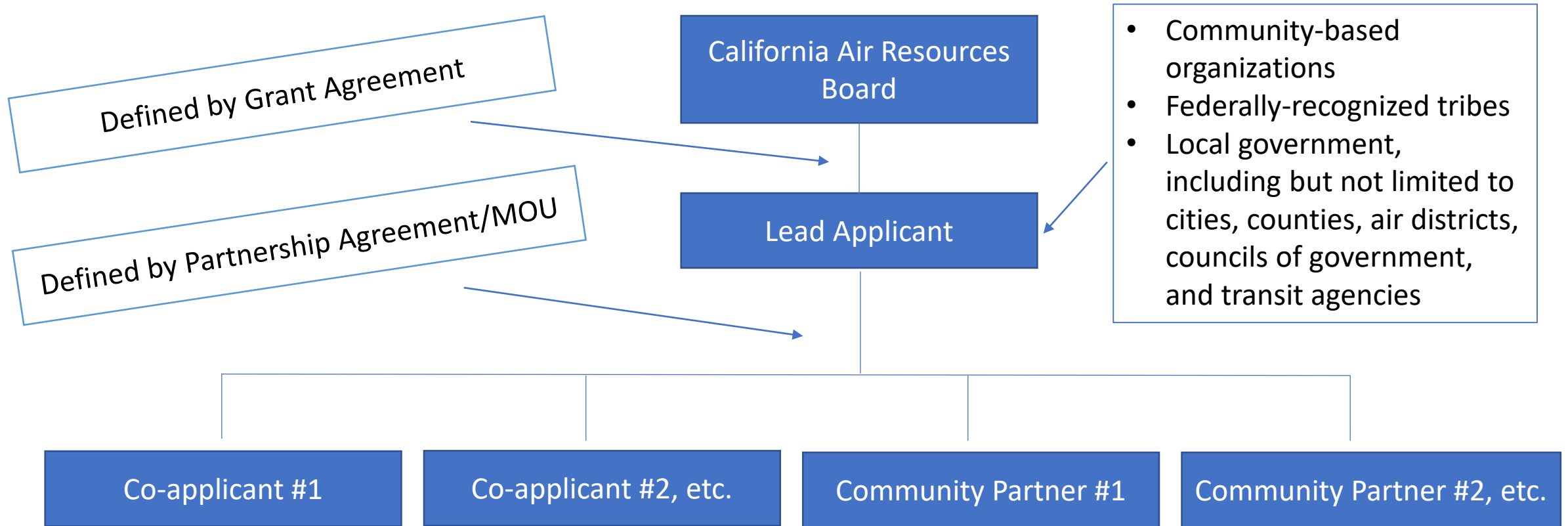
Budget:

Staff time	\$120,000
Material development	\$10,000
Events, focus groups, and advisory panel, including compensation for participation	\$66,000
Data tracking and reporting	\$4,000
Total	\$200,000

Planning Grant – Application Review Process Framework

Application Component	Scoring Threshold	Scoring Criteria
Vision Statement	Complete	<ul style="list-style-type: none"> Aligns with STEP objectives Residents and key stakeholders were involved in identification of the vision using recommended methods of engagement
Project	Is eligible	Residents and key stakeholders were involved in identification of the proposed project using recommended methods of engagement
Overall budget	Complete	N/A

Planning Grant – Partnership Structure



Example Planning Grant

Lead Applicant: City

Co-applicants:

- Community-based organization
- Chamber of commerce

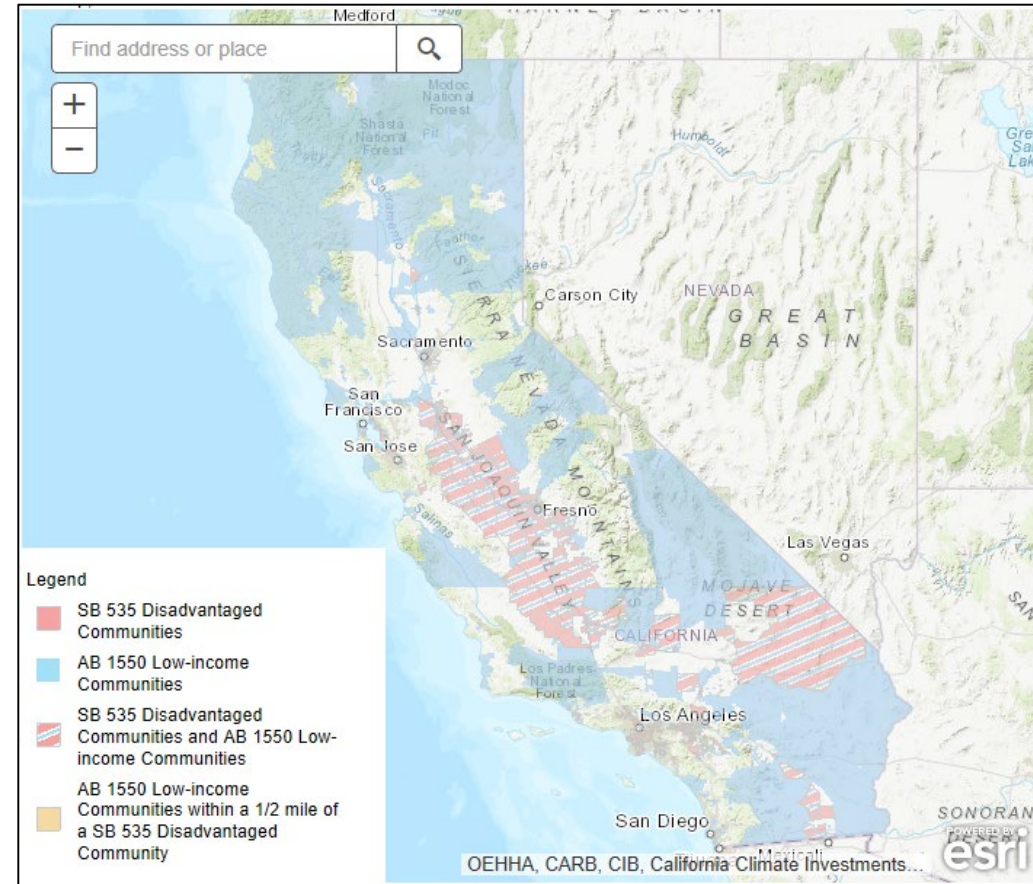
Planning Grant – Application Review Process

Applicants and Partnership Structure

Application Component	Scoring Threshold	Scoring Criteria
Partnership Agreement	<ul style="list-style-type: none">• Lead Applicant, Co-applicants, and Community Partners are identified• Applicants include at least one local government and one community-based organization	<ul style="list-style-type: none">• Lead Applicant and Co-applicants demonstrate their capacity to work together to implement a complex grant• Diverse group of key stakeholders• Includes a meaningful process to involve Community Partners in the decision-making process
Applicant qualifications documentation and reference letters	<ul style="list-style-type: none">• Lead and Co-applicants are eligible organizations• One reference letter per Applicant	Applicants demonstrate organizational capacity and ability to implement the STEP grant through relevant expertise, experience, and skill sets

Planning Grant – STEP Community

- Project is located in the STEP Community
- At least 50% of census tracts in STEP Community are **disadvantaged or low-income community** census tracts



www.arb.ca.gov/cc-communityinvestments

Example Planning Grant

STEP Community description:

- Neighborhood that is cut off from the rest of the city by a highway
- Mostly residential, but there are many small businesses on the other side of the highway, where residents work and shop
- Large non-English-speaking population
- One quarter of residents live in a CalEnviroscreen-identified disadvantaged community
- All of residents live in an AB 1550-identified low-income community

Planning Grant – Application Review Process

STEP Community

Application Component	Scoring Threshold	Scoring Criteria
Description	Complete	<ul style="list-style-type: none"> Project is connected to needs of the community and aligned with the community's culture and demographics Project has transformative potential
Map	<ul style="list-style-type: none"> At least 50% of community residents live in disadvantaged or low-income community census tracts Project is located in the STEP Community 	N/A

Planning Grant – Application Review Process

Project Plan

Application Component	Scoring Threshold	Scoring Criteria
Readiness documentation	N/A	N/A
Project Plan	Complete	Proposal feasibility
Benefits to priority populations	Complete	Proposed project will maximize benefits to the disadvantaged and low-income community census tracts within the STEP community

Planning Grant – Threshold Requirements

All requirements must be addressed to be eligible for funding consideration.

- Consistency with Existing Plans
- Workforce and Economic Development
- Displacement Avoidance
- Community Inclusion
- Data Tracking and Reporting
- Climate Adaptation and Resiliency

Threshold Requirements – Consistency with Existing Plans

Applicants must demonstrate that proposed projects will maintain consistency with relevant local and regional plans.

Instructions: Provide a letter from local government's Planning, Community Development, or similar Department confirming that project plans to maintain consistency with existing plans.

Threshold Requirements – Workforce and Economic Development

STEP investments should provide employment opportunities or job training tied to employment wherever possible.

Instructions

Describe how the proposed project contributes to workforce and economic development, if applicable. How will the project help identify funding opportunities and partners to implement workforce and economic development activities?

STEP funds may pay for these activities.

Threshold Requirements – Displacement Avoidance

STEP investments should identify and avoid substantial economic, environmental, and public health burdens in disadvantaged and low-income communities.

These burdens may include gentrification that leads to physical or economic displacement of disadvantaged and low-income community residents and businesses.

Instructions

- Describe how the proposed project will identify displacement vulnerabilities among existing households and small businesses.
- Describe how the proposed project will incorporate measures to avoid displacement into planning processes, if applicable.

STEP funds may pay for these activities.

Example Planning Grant

Consistency with Existing Plans:

- Letter of support from the city's Planning Department describing consistency with the Climate Action Plan and support for strategies identified in the SCS

Workforce and Economic Development:

- Chamber of Commerce is Lead
- Community engagement will include discussion of how to prioritize reliable and clean transportation for residents to get to work and other necessary locations
- Outreach and education will cover how transportation access might impact employment

Displacement Avoidance:

- Advisory committee plans to discuss potential burdens from implementation of prioritized transportation projects and create recommendations to alleviate these burdens

Planning Grant – Application Review Process

Threshold Requirements

Application Component	Scoring Threshold	Scoring Criteria
Consistency with Existing Plans letters of support	Letter from the local government’s Planning, Community Development, or similar Department confirming that proposal plans to maintain consistency with existing plans	N/A
Displacement Avoidance	Requirement addressed	<ul style="list-style-type: none"> • Proposal plans to incorporate displacement avoidance into planning/engagement • Proposal feasibility
Workforce and Economic Development	Requirement addressed	<ul style="list-style-type: none"> • Proposal plans to incorporate workforce and economic development into planning/engagement • Proposal feasibility

Threshold Requirements – Community Inclusion

Community Engagement:

- Starts in project design and continues through implementation
- Should be iterative, engaging residents on their use of the projects and adapting them based on feedback
- Must use recommended methods of community engagement

Instructions

Describe community engagement process, including:

- Strategies/methods
- Timeline
- Roles of Applicants
- The process for receiving feedback from the public throughout implementation

STEP funds may pay for these activities.

Threshold Requirements – Data Tracking and Reporting

Applicants must report on benefits from funded projects, including actual project outcomes and employment benefits.

Instructions

- Describe how Applicants will collect and report data required

Must allocate at least **2% of total proposal budget** for data collection and tracking.

Threshold Requirements – Climate Adaptation and Resiliency

Projects should account for climate change and its specific impacts within the STEP community.

Instructions

- Describe how the proposed project will identify climate change risks and exposures within the STEP Community.
- Describe how the project will support increasing community resiliency.

STEP funds may pay for these activities.

Example Planning Grant

Community Inclusion:

- Community-based organization is Lead, supported by Chamber of Commerce
- Identified strategies for community engagement throughout implementation
- Prioritized strategies that will facilitate community-decision making
- Focus on immigrant populations

Data Tracking and Reporting:

- City is Lead
- Set aside 2% of budget

Climate Adaptation and Resiliency:

- Community engagement will include discussion of how increased flooding and hotter days will impact transportation needs and barriers

Planning Grant – Application Review Process

Threshold Requirements by Project

Application Component	Scoring Threshold	Scoring Criteria
Community Inclusion	Community engagement component includes how the Applicant will provide for community engagement and decision-making during the iterative design and implementation	<ul style="list-style-type: none"> • Proposal feasibility • Proposal presents an inclusive process to receive feedback from the community • Community engagement activities planned are appropriate for STEP Community residents
Data Tracking and Reporting	<ul style="list-style-type: none"> • At least 2% of total proposal budget is set aside for data collection and reporting • Applicant roles identified 	Proposal feasibility
Climate Adaptation and Resiliency	Requirement addressed	Proposal plans to incorporate climate adaptation and resiliency into project

Planning Grant – Application Review Process

Bonus Points

Additional points for:

- Pro-housing policies
- Rural communities
- Community-based organizations or tribes as Lead Applicants
- Ineligible but encouraged projects in the STEP community
- Other?

SURVEY

8. What bonus points should CARB consider including in the STEP scoring criteria?

Additional points for:

- Pro-housing policies
- Rural communities
- Community-based organizations or tribes as Lead Applicants
- Ineligible but encouraged projects in the STEP community
- Other?

Implementation Grant

Objectives

- Address disadvantaged community residents' transportation needs by centering their voices in the decision-making process.
- Increase mobility and access to key destinations to benefit residents of disadvantaged communities.
- Reduce greenhouse gas emissions and vehicle miles traveled in single-occupancy combustion vehicles.

[See expanded list of proposed eligible projects here.](#)

Implementation Grant - Framework

Objectives

- Defined by STEP
- 1 – Address disadvantaged community residents’ transportation needs by centering their voices in the decision-making process.
- 2 – Increase mobility and access to key destinations to benefit residents of disadvantaged communities.
- 3 – Reduce greenhouse gas emissions and vehicle miles traveled in single-occupancy combustion vehicles.

Vision

- Defined by applicant in vision statement
- Must articulate the overall vision for how the grant will meet objectives

Strategies

- Categories of projects that the Applicant can pick from
- Identified by the applicant as part of a community engagement process

Projects

- Capital, infrastructure, operations, and planning projects that the Applicant wants STEP to (at least partially) fund
- Identified by the applicant as part of a community engagement process

Implementation Grant - Strategies*

Transportation Strategies (2)

- Active Transportation
- Fixed-Route Transit
- Shared Mobility

Innovative Strategies (1)

- Land Use
- Pricing
- Space Conversion

Groundwork Strategies (1)

- Planning & Engagement
- Outreach & Education
- Community Development

*There may be overlap between Strategies.

Example Implementation Grant – Urban

Vision:

- Working with local neighborhood associations and other community groups, the community-based organization has learned
 - Residents rely heavily on single-occupancy combustion vehicles
- Projects will:
 - Make public transit and active transportation trips realistic
 - Help make travel cheaper for residents and clean the air residents breathe
 - Focus on expanding accessible clean transportation options in a few key corridors

Strategies

- 3 Transportation Strategies
- 1 Innovative Strategy
- 1 Groundwork Strategy

Example Implementation Grant – Urban

Strategy	Project	Need Addressed
Fixed-Route Transit (Transportation Strategy #1a)	Traffic signal optimization, bus-only lanes, other infrastructure, and operations for new bus rapid transit service	Buses are late and unreliable, so it is hard for residents to get to work on time, or to link trips when running errands
Fixed-Route Transit (Transportation Strategy #1b)	Bus-rail integration to align the new bus rapid transit service schedule with that of the light-rail train	Most commuters have to wait at least 40 minutes when they're transferring between the bus and train – many drive instead
Fixed-Route Transit (Transportation Strategy #1c)	Transit pass program for small business employees and customers	Residents who work and shop at the small businesses (or would if they could get to them) typically drive because they have heard how challenging the public transit trips are

Example Implementation Grant – Urban

Strategy	Project	Need Addressed
Active Transportation (Transportation Strategy #2)	Protected bike lanes, accessible sidewalks, and other active transportation infrastructure	Wide, fast streets discourage active transportation, but many residents are interested in biking and walking
Outreach & Education (Groundwork Strategy #1a)	A series of educational community events to teach residents of all ages how to bike safely, engage residents in street design, and engage law enforcement in active transportation	Residents have been ticketed for riding their bikes on the sidewalks, but are worried about riding their bikes along wide, fast streets

Example Implementation Grant – Urban

Strategy	Project	Need Addressed
Shared Mobility (Transportation Strategy #3)	Zero-emission shuttle service for the senior center that also connects to BRT stops	A rapidly-growing elderly population likes to socialize at the new senior center, but the senior center has no active bus routes and most elderly residents do not drive
Outreach & Education (Groundwork Strategy #1b)	Senior center ambassador program	Volunteer program to help seniors navigate existing and new clean transportation options
Pricing (Innovative Strategy #1)	Design and implementation of new parking pricing program	Traffic getting into the key job centers slows down commutes for public transit users and discourages active transportation use

Example Implementation Grant – Rural

Vision:

- Working with local neighborhood associations and other community groups, the community-based organization has learned
 - Residents' transportation options are particularly limited in the late night and early morning
 - Many transportation needs are still not known, and community engagement to make sure projects are implemented equitably has been minimal
- Projects will:
 - Provide more transportation options for residents particular for off-hour commutes
 - Help make travel cheaper for residents and clean the air residents breathe
 - Focus on introducing residents to zero-emission vehicles

Strategies

- 2 Transportation Strategies
- 1 Innovative Strategy
- 3 Groundwork Strategies

Example Implementation Grant – Rural

Strategy	Project	Need Addressed
Shared Mobility (Transportation Strategy #1)	New zero-emission carshare service	Residents have limited travel options at night/early morning, when some need to travel to/from work
Outreach and Education (Groundwork Strategy #1)	Zero-emission vehicle ride and drive event	Residents are concerned about range of zero-emission vehicles (for carshare vehicles and personal vehicles)
Community Development (Groundwork Strategy #2)	Broadband network infrastructure	Unreliable internet service makes it challenging for residents to access transportation options that rely on internet for booking/using service

Example Implementation Grant – Rural

Strategy	Project	Need Addressed
Fixed-Route Transit (Transportation Strategy #2a)	New night-time bus service	Residents have limited travel options at night/early morning, when some need to travel to/from work
Fixed-Route Transit (Transportation Strategy #2b)	Bus vouchers for all disadvantaged community residents	Cost of public transit is prohibitively high for some travelers

Example Implementation Grant – Rural

Strategy	Project	Need Addressed
Land Use (Innovative Strategy #1)	Conservation easement	Residents are concerned about new growth in community negatively impacting agricultural and open space lands on the outskirts of the community
Planning and Engagement (Groundwork Strategy #3)	Transportation equity plan	While some of residents' needs have been identified, more needs to be done to fully identify needs, prioritize projects, and ensure transportation options are distributed equitably

Implementation Grant – Budget Requirements & Example Implementation Grant

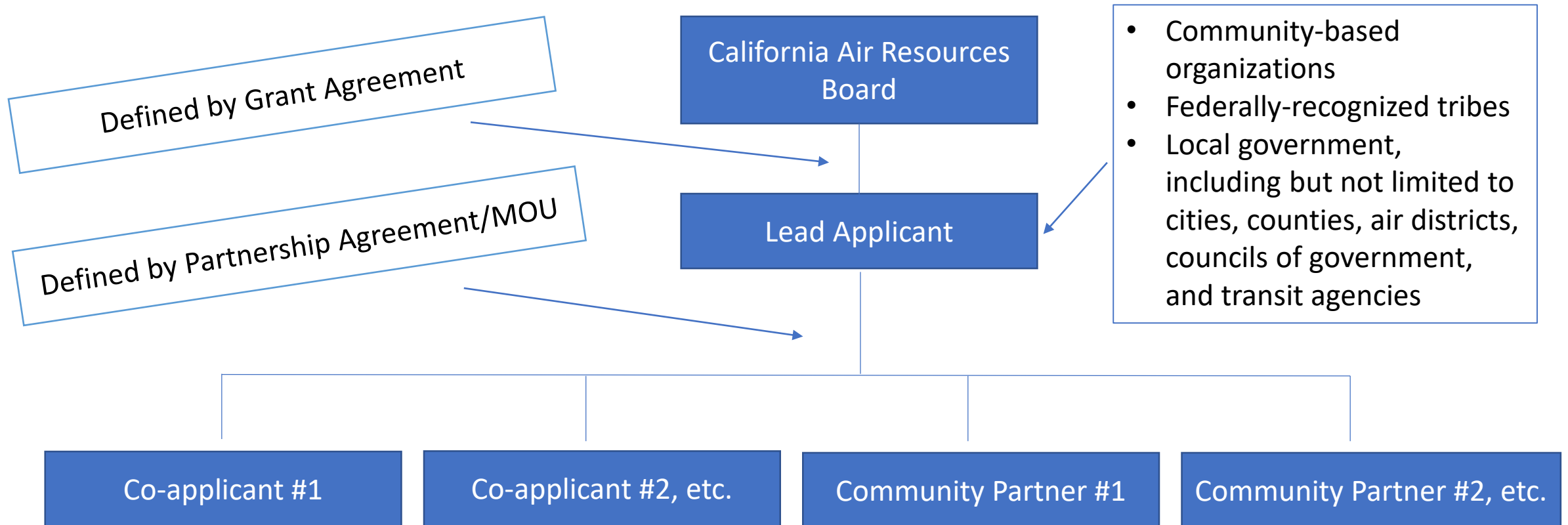
Budget:

Transportation strategies	\$7 million	At least 50% of total project budget
Innovative strategies	\$1 million	
Groundwork strategies	\$720,000	
Workforce and economic development	\$500,000	
Displacement avoidance	\$500,000	
Data tracking and reporting	\$280,000	At least 2% of total project budget
Total STEP funds	\$10 million	
Resource contribution	\$4 million	At least 40% of grant budget
Total Funds	\$14 million	

Implementation Grant – Application Review Process Framework

Application Component	Scoring Threshold	Scoring Criteria
Vision Statement	Complete	<ul style="list-style-type: none"> Aligns with STEP objectives Residents and key stakeholders were involved in development using recommended methods of engagement
Strategies and Projects	At least two Transportation Strategies, one Innovative Strategy, and one Groundwork Strategy identified, with at least one distinct Project within each Strategy	<ul style="list-style-type: none"> Residents and key stakeholders were involved in development using recommended methods of engagement Projects will work together to maximize benefits Meets the needs of the community
Overall budget	<ul style="list-style-type: none"> Complete. At least 50% of total project budget is allocated for projects within the Transportation Strategies 	N/A

Implementation Grant – Partnership Structure



Example Implementation Grant

Lead Applicant: Community-based organization

Co-applicants:

- County
- Transit agency
- Electric bus manufacturer
- Private mobility provider
- Active transportation advocacy nonprofit
- Senior center
- Council of government
- California State University (CSU)

Community Partners:

- Multiple community groups and residents reflective of the different demographics that make up the community
- Includes seniors and small business employees/owners among others

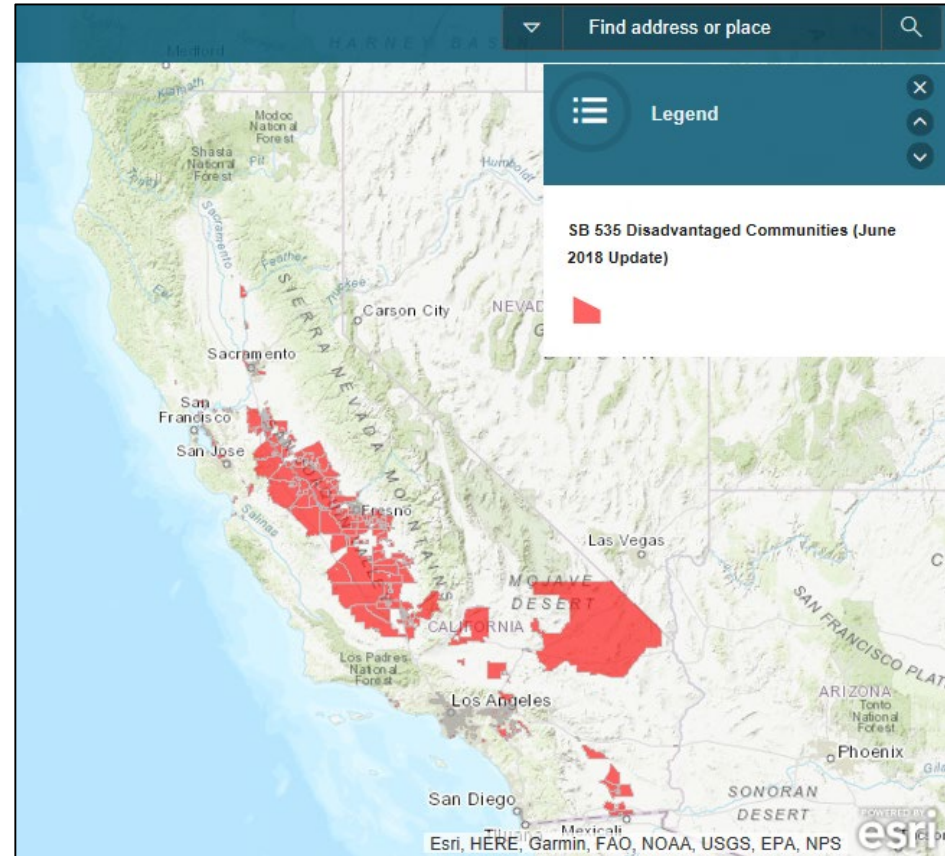
Implementation Grant – Application Review Process

Applicants and Partnership Structure

Application Component	Scoring Threshold	Scoring Criteria
Partnership Agreement	<ul style="list-style-type: none"> • Lead Applicant, Co-applicants, and Community Partners are identified • Applicants include at least one local government and one community-based organization 	<ul style="list-style-type: none"> • Lead Applicant and Co-applicants demonstrate their capacity to work together to implement a complex grant • Diverse group of key stakeholders • Includes a meaningful process to involve Community Partners in the decision-making process
Applicant qualifications documentation and reference letters	<ul style="list-style-type: none"> • Lead and Co-applicants are eligible organizations • One reference letter per Applicant 	<ul style="list-style-type: none"> • Applicants demonstrate organizational capacity and ability to implement the STEP grant through relevant expertise, experience, and skill sets

Implementation Grant – STEP Community

- At least 50% of census tracts in STEP community are **disadvantaged community** census tracts
- Majority of projects are located in the STEP Community
- All projects address transportation-related needs of STEP Community residents



<https://oehha.ca.gov/calenviroscreen/sb535>

Example Implementation Grant

STEP Community description:

- Unincorporated community, which lacks basic active transportation infrastructure
- Most community residents commute to work/run errands via few major corridors in their own combustion vehicles
 - Those who rely on public transit struggle to get to work on time
 - Nearly impossible to connect trips with current transit options
- Community is close enough to job centers for residents to bike/walk to work
- Growing population of elderly residents
- Majority of residents live in disadvantaged community census tracts

Implementation Grant – Application Review Process

STEP Community

Application Component	Scoring Threshold	Scoring Criteria
Description	Complete	<ul style="list-style-type: none"> Projects are connected to needs of the community, aligned with the community's culture and demographics, and integrated with each other Projects have transformative potential
Map	<ul style="list-style-type: none"> At least 50% of community residents live in disadvantaged community census tracts A majority of projects are located in the STEP community. Any project not located in the STEP community includes an explanation of how that project benefits the STEP community 	N/A

Implementation Grant – Application Review Process

Project Plan

Application Component	Scoring Threshold	Scoring Criteria
Readiness documentation	Readiness documentation (e.g., CEQA, site control, permits) demonstrates that readiness has been met at the time of grant execution	N/A
Project Plan	Complete	Proposal feasibility
Benefits to priority populations	Complete	Proposed projects will maximize benefits to the disadvantaged community census tracts within the STEP community

Implementation Grant – Threshold Requirements

All requirements must be addressed to be eligible for funding consideration.

For Whole Grant

- Resource Contribution
- Consistency with Existing Plans
- Workforce and Economic Development
- Displacement Avoidance

Per Project

- Community Inclusion
 - Community-identified Transportation Needs
 - Community Engagement
 - Outreach and Education
- Data Tracking and Reporting
- Climate Adaptation and Resiliency
- Longevity and Lessons Learned

Threshold Requirements – Resource Contribution

Resource Contributions: Assets contributed to the project to support quality, breadth, and long-term sustainability. Assets do not need to be monetary, but Applicants are required to estimate the monetary value of the contributions.

Instructions:

Provide at **minimum 40%** of the value of the funds requested in the STEP application.

- List of eligible resource contributions on the next slide.
- Describe and provide documentation for each resource contribution.

Threshold Requirements – Resource Contribution

Resource Contributions may include:

- Project costs during the Grant Term
 - Project-related materials/assets, technology, and equipment already owned by project participants and/or donated to the project that will be used during the Grant Term
 - Energy costs during the Grant Term: electricity or hydrogen
 - In-kind contributions
- Cash from other funding sources
- Contributions of staff/labor from Community Partners
- Labor costs during the Grant Term
- Donated land for infrastructure
- Lost parking meter revenue for on-street charging stations for shared-use vehicles
- Coordination with project-related research initiatives not funded by CARB
- Project costs (after the end of the Grant Term) that maintain the project through the project's lifetime

Threshold Requirements – Consistency with Existing Plans

Applicants must demonstrate that proposed projects are consistent with relevant local and regional plans.

Instructions: Provide a letter from local government's Planning, Community Development, or similar Department demonstrating alignment with existing plans.

Threshold Requirements – Workforce and Economic Development

STEP investments must provide employment opportunities or job training tied to employment wherever possible.

Instructions

Proposal must include:

- Creation of a workforce development and training program with career pathways for residents of the STEP community.
- Provision of economic opportunities through the creation of high-quality jobs.

STEP funds may pay for these activities.

Threshold Requirements – Displacement Avoidance

STEP investments must identify and avoid substantial economic, environmental, and public health burdens in disadvantaged and low-income communities.

These burdens may include gentrification that leads to physical or economic displacement of disadvantaged and low-income community residents and businesses.

Instructions

- Describe displacement vulnerabilities that exist and any existing policies or programs that already in place to avoid displacement.
- Identify 5 additional new policies and programs to avoid displacement among existing households and businesses, and the entities responsible for implementing new policies and programs.

STEP funds may pay for these activities.

Example Implementation Grant

Resource Contribution:

- Total budget is \$10 million
- Resource contribution has to be at minimum \$4 million
- Includes:
 - Staff costs for CSU, bus manufacturer, county, and COG
 - Community engagement participation stipends from COG
 - Active transportation infrastructure
 - Low Carbon Transit Operations Program funds for future Bus-Rapid Transit operation
 - Financial support from senior center to support shuttle service
 - Installation of electric infrastructure for bus and shuttle charging
 - Electricity costs for bus and shuttle operations
 - Half of shuttles from private mobility provider

Consistency with Existing Plans:

- Letter of support from the county's Planning Department describing consistency with relevant local plans and support for strategies identified in the SCS

Example Implementation Grant

Workforce and Economic Development:

- Includes plan to offer training program for operations and maintenance of electric vehicles through collaboration between Transit Agency and CSU
- Includes community benefit agreement where active transportation infrastructure project commits to:
 - Contract with all local, small, and/or diversely-owned businesses
 - Hire residents of the community's disadvantaged community census tracts for at least half of all hires
- Funded through STEP

Example Implementation Grant

Displacement Avoidance:

- Describes existing displacement avoidance policies, plans, and programs
- Identifies three new policies to prevent the displacement of low-income households
 - Incentives for inclusionary zoning led by County
 - Demonstration of application to a state program to fund the preservation of affordable housing
 - Culturally appropriate tenant rights education led by the CBO
- Identifies two new policies to prevent the displacement of local and small businesses
 - Contracting with local/small/diversely-owned business as part of active transportation infrastructure project's community benefit agreement
 - Develop a business continuity program during construction events led by County
- Funded through STEP

Implementation Grant – Application Review Process

Threshold Requirements

Application Component	Scoring Threshold	Scoring Criteria
Resource Contribution documentation/letters of support	<ul style="list-style-type: none"> Resource contribution is valued at minimum at 40% of the requested STEP funds Supporting documentation is identified for all resource contributions 	N/A
Consistency with Existing Plans letters of support	Letter from the local government’s Planning, Community Development, or similar Department describes the proposed projects’ consistency with relevant plans	N/A

Implementation Grant – Application Review Process

Threshold Requirements

Application Component	Scoring Threshold	Scoring Criteria
Displacement Avoidance	<ul style="list-style-type: none"> •Includes description of displacement vulnerabilities •Includes description of existing policies, plans, programs, etc. •Includes identification of 5 new policies and programs 	<ul style="list-style-type: none"> • Identification of displacement vulnerabilities • Proposal considers how to incorporate displacement avoidance into projects (through implementation of previously-adopted policies or adoption of new policies) • Proposal feasibility
Workforce and Economic Development	<ul style="list-style-type: none"> •Includes creation of workforce development and training programs with career pathways for residents of the STEP Community •Includes creation of high-quality jobs 	<ul style="list-style-type: none"> • Proposal considers how to incorporate workforce and economic development into projects (through career pathway-focused training or creation of high-quality jobs) • Proposal feasibility

Threshold Requirements – Community-identified Transportation Needs

Must be identified prior to submitting proposal through past or current community engagement efforts.

Instructions

Describe the outreach and engagement process used to identify residents' transportation needs, including:

- Key stakeholders and residents involved
- Recent history of community engagement in relevant planning and community development activities
- Process used to identify needs
- Description of how each proposed project will address community-identified transportation needs

Threshold Requirements – Community Engagement

Community Engagement:

- Starts in project design and continues through implementation
- Should be iterative, engaging residents on their use of the projects and adapting them based on feedback
- Must use recommended methods of community engagement

Instructions

Describe community engagement process, including:

- Strategies/methods
- Timeline
- Roles of Applicants
- The process for receiving feedback from the public throughout implementation

STEP funds may pay for these activities.

Threshold Requirements – Outreach and Education

Outreach: Occurs during grant implementation to...

- Help educate end users on the new technology and services offered
- Encourage the increased use of the new transportation options

Instructions

Describe outreach and education activities, including:

- Strategies
- Timeline
- Roles of Applicants
- The projected impact of each outreach and education activity

STEP funds may pay for these activities.

Threshold Requirements – Data Tracking and Reporting

Applicants must report on benefits from funded projects, including emission reductions, actual project outcomes, and employment benefits. Proposals must have a positive greenhouse gas emission reduction.

Data will be used for:

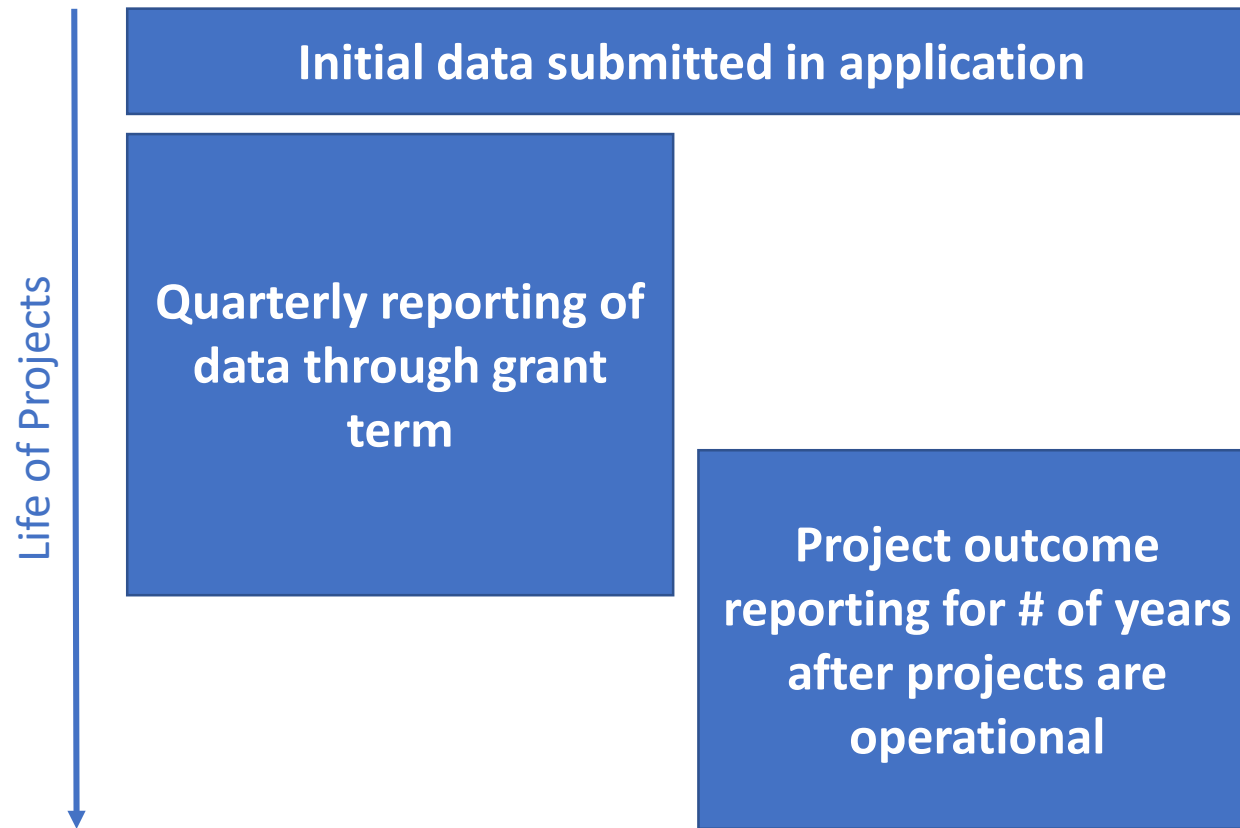
- California Climate Investments reporting
- Third-party evaluation of the impact of STEP investments

Instructions

- Quantify greenhouse gas emission reductions and co-benefits using CARB calculator tool
- Roles of Applicants

Must allocate at least **2% of total proposal budget** for data collection and tracking.

Threshold Requirements – Data Tracking and Reporting



May include data such as:

- Vehicle and charging specifications
- Site locations
- Number of trips taken
- Vehicle and fuel usage
- Number of end users
- Completed surveys on end user experience
- Plans created
- Community engagement events conducted
- Outreach and education events conducted
- Jobs supported
- Best practices and lessons learned

Threshold Requirements – Climate Adaptation and Resiliency

Projects must account for climate change and its specific impacts within the STEP community.

Instructions

- Describe the climate change risks and anticipated impacts on the STEP Community that will likely occur during the proposed projects' lifetimes.
- Describe how each proposed project will address those impacts and increase resiliency of the community and the transportation system.

STEP funds may pay for these activities.

Threshold Requirements – Longevity and Lessons Learned

Projects should consider:

- How to last beyond the grant term (of approximately four years)
- How they will collect and share lessons learned with other communities that may be interested in implementing similar projects.

Instructions

- Describe how each project will continue after State funding is spent, including:
 - Strategies for and committed funding to sustain service beyond the grant term
 - Contingency plan for ensuring capital projects continue to serve the community
 - If it will not continue, explain why.
- Describe how Applicants will track and share lessons learned with other communities.

STEP funds may pay for these activities.

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Project Lead: Transit Agency

Other Relevant Applicants:

- County
- Community-based organization
- CSU
- Electric bus manufacturer

*Applicant will need to supply this information and information about all other Threshold Requirements for each proposed Project.

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Community-identified Transportation Needs:

- CBO efforts and Unmet Transit Needs Assessment identified same need
- Buses are late and unreliable, so it is hard for residents to get to work on time, or to trip-chain to run errands

Community Engagement:

- Transit Agency has plan to work with community-based organization throughout construction and operation of the service and update service based on residents' feedback
- Includes a Community Advisory Panel to provide feedback on all aspects of grant
- Funded through STEP

Outreach and Education:

- Transit Agency has plan to work with community-based organization to develop community-specific marketing materials to advertise new service
- Funded through STEP

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Data Tracking and Reporting:

- Quantified benefits using CARB calculator tool
- Transit agency will work with CSU (as Data Lead for the Grant) to collect data on bus-rapid transit project
- Funded through STEP

Climate Adaptation and Resiliency:

- STEP community will experience more days with extreme heat
- BRT project will include shading infrastructure and greenery at bus stops and all buses will have air conditioning
- Plan for potential increases in maintenance costs

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Longevity:

- STEP funds will pay for 2 years of operation of BRT services
- Transit agency plans to use Low Carbon Transit Operations Program to fund next 3 years of operation
 - Then continue funding service through other unidentified funding sources
- If operation of service does not continue, transit agency will use electric buses on other bus routes

Lessons Learned:

- Transit agency plans to document lessons learned throughout implementation and share with other agencies in specified forums
- Transit agency will work with community-based organization to focus lessons learned on community engagement during implementation

Implementation Grant – Application Review Process

Threshold Requirements by Project

Application Component	Scoring Threshold	Scoring Criteria
Community Inclusion	<ul style="list-style-type: none"> • Community residents’ transportation needs are identified and description includes how each proposed project addresses those needs • Community engagement component includes how the Applicant will provide for community engagement and decision-making during the iterative design and implementation of each proposed project • Outreach and education component includes how the Applicant will provide outreach and education related to each proposed project 	<ul style="list-style-type: none"> • Projects were designed based on community-identified transportation needs • Proposal feasibility • Proposals present an inclusive process to receive feedback from the community • Community engagement activities planned are appropriate for STEP Community residents

Implementation Grant – Application Review Process

Threshold Requirements by Project

Application Component	Scoring Threshold	Scoring Criteria
Data Tracking and Reporting	<ul style="list-style-type: none"> • At least 2% of total proposal budget is set aside for data collection and reporting • Roles of Applicants • Greenhouse gas emission reductions and co-benefits quantified using CARB calculator tools • Proposal has net positive greenhouse gas emission reductions 	<ul style="list-style-type: none"> • Proposal feasibility • GHG emission reductions – sliding scale based on all eligible applications submitted

Implementation Grant – Application Review Process

Threshold Requirements by Project

Application Component	Scoring Threshold	Scoring Criteria
Climate Adaptation and Resiliency	Requirement addressed	<ul style="list-style-type: none"> • Relevant climate risks identified • Proposal considers how to incorporate climate adaptation and resiliency into projects
Longevity and Lessons Learned	Requirement addressed	<ul style="list-style-type: none"> • Clear plans for long-term operations and maintenance of ongoing projects, including coordination with appropriate responsible parties • Applicants are willing and planning to track and communicate best practices and lessons learned

Implementation Grant – Application Review Process

Bonus Points

Additional points for:

- Pro-housing policies
- Rural communities
- Community-based organizations or tribes as Lead Applicants
- Ineligible but encouraged projects in the STEP community
- Other?

SURVEY

8. What bonus points should CARB consider including in the STEP scoring criteria?

Additional points for:

- Pro-housing policies
- Rural communities
- Community-based organizations or tribes as Lead Applicants
- Ineligible but encouraged projects in the STEP community
- Other?

SURVEY

9. What is your email address?

Stay Updated

[Moving CA website](#)

Contact STEP staff at:

- step@arb.ca.gov
- (916) 440-8284

Subscribe to [GovDelivery](#). Select *Clean and Sustainable Mobility Options* under the heading *Clean Transportation Incentives*.

Comment on the Draft Solicitation

Will be released publicly in mid-February 2020

On the CARB website and Moving CA website

<https://ww3.arb.ca.gov/msprog/lct/opportunitiesgov/step.htm>

Send comments to step@arb.ca.gov