

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM
3.14
(ID # 6656)

MEETING DATE:

Tuesday, July 17, 2018

FROM : ECONOMIC DEVELOPMENT AGENCY (EDA):

SUBJECT: ECONOMIC DEVELOPMENT AGENCY (EDA): Approve the Transformative Climate Communities Program Planning Grant Agreement between the County of Riverside and the State of California Department of Conservation; and Approve the Sub-Recipient Agreement for Use of Transformative Climate Communities Program Planning Grant Funds between the County of Riverside Economic Development Agency and the City of Riverside; Districts 1 and 2 [\$170,000]; [California Department of Conservation Grant Funds 100%] CEQA Exempt

RECOMMENDED MOTION: That the Board of Supervisors:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061(b)(3);
2. Approve the attached Transformative Climate Communities Program Planning Grant Agreement/DOC 6, including the attached Terms and Conditions, Attachment A (Workplan and Budget), Attachment B (Reporting Templates), and Attachment C (Invoicing Templates), between the State of California Department of Conservation, as grantor, and the County of Riverside, as grantee, in the amount of \$170,000, with a 1 year term (TCC Planning Grant Agreement), to help the County develop strategies to reduce carbon emission, improve air quality, and build resiliency in the face of a changing climate, with a focus on low-income and disadvantaged communities;

ACTION: Policy

Robert Field, Assistant County Executive Officer/ECD 4/17/2018

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley
Nays: None
Absent: None
Date: July 17, 2018
xc: EDA

Kecja Harper-Ihem
Clerk of the Board
By:
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

RECOMMENDED MOTION: That the Board of Supervisors:

3. Approve the attached Payee Data Record/STD 204 and Authorized Signatory Letter;
4. Authorize the Chairman of the Board to sign 2 copies of the attached TCC Planning Grant Agreement, and 1 copy of the Payee Data Record/STD 204;
5. Approve the attached form of Sub-Recipient Agreement for the Use of Transformative Climate Communities Program Planning Grant Funds between the County of Riverside, by and through its Economic Development Agency and the City of Riverside, in an amount not to exceed \$149,791, with a 1 year term (Sub-Recipient Agreement);
6. Authorize the Assistant County Executive Officer/ECD, or designee, to negotiate and sign a Sub-Recipient Agreement conforming in form and substance to the attached Sub-recipient Agreement, subject to approval by County Counsel; and
7. Authorize the Assistant County Executive Officer/ECD, or designee, to take all necessary steps to implement the TCC Planning Grant Agreement and the Sub-Recipient Agreement, including but not limited to, signing any subsequent, necessary and relevant documents and making any non-substantive amendments thereto to comply with State requirements and the terms of the TCC Planning Grant Agreement, provided the grant amount under the Sub-Recipient Agreement is not increased, subject to approval by County Counsel.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$170,000	\$0	\$ 170,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: California Department of Conservation, 100%			Budget Adjustment: No	
			For Fiscal Year: 18/19	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On November 14, 2017, the County of Riverside Board of Supervisors (Board) approved Agenda Item No. 3.10, authorizing the County Economic Development Agency (EDA) to submit an application to the Strategic Growth Council for the Transformative Climate Communities (TCC) Program Grant. The purpose of the TCC program is to provide funds for a Planning Grant from Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, to help local jurisdictions develop strategies to reduce carbon emissions, improve air quality, and build resiliency in the face of a changing climate, with a focus on low-income and disadvantaged communities.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

In January of 2018, EDA and its co-applicant, the City of Riverside (City), were awarded a TCC Program Planning Grant in the amount of \$170,000 (TCC Planning Grant). The purpose of the TCC Planning Grant is to prepare to apply for the larger TCC Implementation Grant, which is expected to be available towards the end of 2018. The TCC Planning Grant project area is within the City limits; its boundaries and significant landmarks are identified on the attached map. The TCC Planning Grant award is memorialized in the attached Transformative Climate Communities Program Planning Grant Agreement, including the attached Terms and Conditions, Attachment A (Workplan and Budget), Attachment B (Reporting Templates), and Attachment C (Invoicing Templates), between the State of California Department of Conservation, as grantor, and the County of Riverside, as grantee, in the amount of \$170,000, with a 1 year term (TCC Planning Grant Agreement).

The California Department of Conservation (DOC) administers the TCC Planning Grant and has provided the attached Grant Agreement for signature. Although the EDA and the City applied for the TCC Planning Grant as lead and co-applicant, respectively, the DOC enters into agreement with only the lead applicant. It is therefore necessary for EDA to enter into a Sub-Recipient Agreement with the City to memorialize the TCC-related planning activities for which the City is responsible and the terms under which those activities will be reimbursed by the EDA. Of the total TCC Planning Grant amount of \$170,000, EDA is responsible for \$20,209 in budgeted activities and the City is responsible for the balance of \$149,791. The dollar amount of the Sub-Recipient Agreement will reflect the City's budgeted activities under the TCC Planning Grant and will have a term of 1 year. Grant funds will be disbursed to the City on a "cost-as-incurred" basis for all eligible approved costs under the Sub-Recipient Agreement. The form of Sub-Recipient Agreement for the Use of Transformative Climate Communities Program Planning Grant Funds, including exhibits ("Sub-Recipient Agreement") is attached. If approved, the County, by and through its EDA, and the City shall enter into a Sub-Recipient Agreement conforming in form and substance to the attached Sub-Recipient Agreement, subject to approval by County Counsel.

Staff recommends that the Board approve the attached TCC Planning Grant Agreement, Authorized Signatory Letter, Payee Data Record, and form of Sub-Recipient Agreement, which have each been approved as to form by County Counsel.

CEQA

Pursuant to the California Environmental Quality Act (CEQA), the TCC Planning Grant Agreement and TCC Sub-Recipient Agreement were reviewed and determined to be categorically exempt from CEQA under State CEQA Guidelines Section 15061(b) (3), General Rule or "Common Sense" exemption. It can be seen with certainty that there is no possibility that signing of these agreements may have a significant effect on the environment, as the acceptance and sub-allocation of grant of funds will have only financial effects and will not lead to any direct or reasonably indirect physical environmental impacts. Staff will file a Notice of Exemption with the County Clerk upon Board approval of the TCC Planning Grant Agreement and Sub-Recipient Agreement.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

Impact on Residents and Businesses

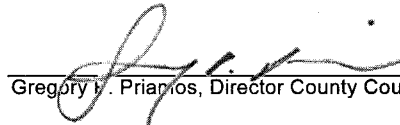
Signing the TCC Planning Grant Agreement allows the EDA to prepare a stronger, more competitive application for the TCC Implementation Grant. Both the Planning and Implementation Grants incorporate input from community residents and other stakeholders, ensuring that related activities reflect local needs and preferences. Future receipt of the TCC Implementation Grant will benefit residents and businesses of Riverside County by funding initiatives designed to bring environmental benefits, improve public health, and encourage economic prosperity.

ATTACHMENTS:

- TCC Planning Area Map
- TCC Planning Grant Agreement
- Authorized Signatory Letter
- Payee Data Record
- TCC Sub-Recipient Agreement

RF:HM:CH:LT


Nehini Dasika, Principal Management Analyst 7/9/2018


Gregory V. Priamos, Director County Counsel 7/5/2018

State of California - The Natural Resources Agency
DEPARTMENT OF CONSERVATION

GRANT AGREEMENT

GRANTEE: County of Riverside

WHEN DOCUMENT IS FULLY EXECUTED RETURN
CLERK'S COPY
to Riverside County Clerk of the Board, Stop 1010
Post Office Box 1147, Riverside, Ca 92502-1147
Thank you.

PROGRAM:
Transformative Climate Communities Program

GRANT NUMBER:
3018-707

AM. NO.:

MAXIMUM AMOUNT OF THIS GRANT: \$170,000.00

The Department and the Grantee hereby agree to the following:

1. This Grant Agreement specifies the terms and conditions for a Transformative Climate Communities Program Planning Grant, awarded by the Strategic Growth Council on January 29, 2018. This grant has been awarded as a result of an application received in response to the TCC Program Grant Guidelines & Request for Grant Applications, as approved for release on August 23, 2017 and amended on October 23, 2017.
2. The purpose of this Grant Agreement is to provide funding from Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, to the County of Riverside for "Green Light Riverside".
3. This Grant Agreement shall be conducted in accordance with the Terms and Conditions and Attachment A (Work Plan and Budget), Attachment B (Reporting Templates) and Attachment C (Invoicing Templates) which are attached and incorporated herein as well.
4. The term of the Grant Agreement is one (1) year, unless otherwise terminated, or amended to extend the grant term. The grant term will commence the day both Parties have signed the Grant Agreement. Only approved expenses incurred during this Grant Agreement term in accordance with the Grant Agreement and Attachment A (Work Plan and Budget) will be reimbursable.
5. The amount of this Grant Agreement shall not exceed \$170,000.


ATTEST:
KECIA HARPER-JHEM, Clerk
DEPUTY

STATE OF CALIFORNIA
DEPARTMENT OF CONSERVATION


AUTHORIZED SIGNATURE DATE 8/17/18

Assistant Director
PRINTED NAME AND TITLE

County of Riverside

GRANTEE

AUTHORIZED SIGNATURE DATE 7/17/18

Chuck Washington,
Chairman, Board of Supervisors
PRINTED NAME AND TITLE

FORM APPROVED COUNTY COUNSEL

BY:  6/13/18
JHAILA R. BROWN DATE

GRANTEE DEPARTMENT OF CONSERVATION CONTROLLER

JUL 17 2018 3.14

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 4/2017)

1	<p>INSTRUCTIONS: Type or print the information. Complete all information on this form. Sign, date, and return to the state agency (department/office) address shown in Box 6. Prompt return of this fully completed form will prevent delays when processing payments.</p> <p>Information provided in this form will be used by California state agencies to prepare Information Returns (Form1099). See next page for more information and Privacy Statement.</p> <p>NOTE: Governmental entities, i.e. federal, state, and local (including school districts), are not required to submit this form.</p>					
2	<p>PAYEE'S LEGAL BUSINESS NAME (As shown on your income tax return)</p>					
	<p>SOLE PROPRIETOR OR INDIVIDUAL- ENTER NAME AS SHOWN ON SSN (Last, First, M.I.)</p>			<p>E-MAIL ADDRESS</p>		
	<p>MAILING ADDRESS</p>			<p>BUSINESS ADDRESS</p>		
	<p>CITY</p>	<p>STATE</p>	<p>ZIP CODE</p>	<p>CITY</p>	<p>STATE</p>	<p>ZIP CODE</p>
3	<p>ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): <input style="width:100px; height:20px; border: 1px solid black;" type="text"/></p>					<p>NOTE: Payment will not be processed without an accompanying taxpayer identification number.</p>
PAYEE ENTITY TYPE	<p><input type="checkbox"/> PARTNERSHIP</p> <p><input type="checkbox"/> ESTATE OR TRUST</p> <p>CORPORATION:</p> <p><input type="radio"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.)</p> <p><input type="radio"/> LEGAL (e.g., attorney services)</p> <p><input type="radio"/> EXEMPT (nonprofit)</p> <p><input type="radio"/> ALL OTHERS</p>					
CHECK ONE BOX ONLY	<p><input type="checkbox"/> SOLE PROPRIETOR OR INDIVIDUAL</p> <p>Enter social security number (SSN) or Individual taxpayer identification number (ITIN)</p>					
	<p style="text-align: center;"><input style="width:100px; height:20px; border: 1px solid black;" type="text"/></p> <p style="text-align: center;"><small>(SSN required by authority of California Revenue and Tax Code sections 18646 and 18661)</small></p>					
4	<p>PAYEE RESIDENCY STATUS</p> <p><input type="checkbox"/> CALIFORNIA RESIDENT - Qualified to do business in California or maintains a permanent place of business in California.</p> <p><input type="checkbox"/> CALIFORNIA NON RESIDENT (see next page for more information) - Payments to nonresidents for services may be subject to state income tax withholding.</p> <p><input type="radio"/> No services performed in California.</p> <p><input type="radio"/> Copy of Franchise Tax Board waiver of state withholding attached.</p>					
5	<p>I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.</p>					
	<p>AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print)</p>		<p>TITLE</p>		<p>TELEPHONE (include area code)</p>	
	<p>SIGNATURE</p> <p></p>		<p>DATE</p> <p>7/17/18</p>		<p>E-MAIL ADDRESS</p>	
6	<p>Please return completed form to:</p>					
	<p>DEPARTMENT/OFFICE</p> <p>Department of Conservation - Attn: Elizabeth Hessom</p>			<p>UNIT/SECTION</p> <p>Division of Land Resource Protection</p>		
	<p>MAILING ADDRESS</p> <p>801 K St, MS 14-15</p>			<p>TELEPHONE (include area code)</p> <p>916-323-4160</p>		<p>FAX</p>
	<p>CITY</p> <p>Sacramento</p>	<p>STATE</p> <p>CA</p>	<p>ZIP CODE</p> <p>95814</p>	<p>E-MAIL ADDRESS</p> <p>elizabeth.hessom@conservation.ca.gov</p>		

FORM APPROVED COUNTY COUNSEL

BY: 6/13/18
 JHAILA R. BROWN DATE

ATTEST:
 KECKA HARPER-IHEM, Clerk
 BY: DEPUTY

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 4/2017)

1	<p>Requirement to Complete the Payee Data Record, STD 204</p> <p>A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.</p> <p>Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).</p>
2	<p>Enter the payee's legal business name. The name must match the name on the payee's tax return as filed with the federal Internal Revenue Service. Sole proprietorships must also include the owner's full name. An individual must list his/her full name as shown on the SSN or as entered on the W-7 form for ITIN.</p> <p>The mailing address should be the address at which the payee chooses to receive correspondence (i.e. 1099 form) and payments. The business address is the address of the business' physical location; do not enter the payment address or lock box information here.</p>
3	<p>Check only one box that corresponds to the payee business type. Corporations must check the box that identifies the type of corporation.</p> <p>The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by the R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.</p> <p>Payees must provide one of the following TINs on this form: social security number (SSN), individual taxpayer identification number (ITIN), or federal employer identification number (FEIN). The TIN for sole proprietorships and individuals is the SSN or ITIN. Only partnerships, estates, trusts, and corporations will enter their FEIN.</p>
4	<p>Are you a California resident or nonresident?</p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at time of death. A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for state income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below: Withholding Services and Compliance Section: 1-888-792-4900 E-mail address: wscs.gen@ftb.ca.gov For hearing impaired with TDD, call: 1-800-822-6268 Website: www.ftb.ca.gov</p>
5	Provide the name, title, email address, signature, and telephone number of the individual completing this form. Provide the date the form was completed.
6	This section must be completed by the state agency requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.

It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000.

You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.

Authorized Signatory Letter

The Transformative Climate Communities Program grant agreement requires that:

“At the time of grant execution, the Grantee must submit a letter that identifies the individual who is authorized to sign this Grant Agreement and Project deliverables and related documents on behalf of the Grantee. The letter must also identify any additional Authorized Designees as well as the day-to-day Grant Manager.” (Section 4. **Authorized Signatories**, page 1 of the Terms and Conditions)

In addition to whatever language is required by the grantee's jurisdiction, please include the following table somewhere in the authorized signatory letter:

Role	Name, Title	Contact Information
Authorized Signatory	Chuck Washington, Chairman, Board of Supervisors	Phone: Email:
Authorized Designee (if applicable)	Robert Field, Assistant CEO/ECD	Phone: Email:
Grant Manager	Leslie Trainor, Deputy Director EDA	Phone: Email:

FORM APPROVED COUNTY COUNSEL

BY: Jhala R. Brown 6/13/18
 JHALA R. BROWN DATE

ATTEST:

KEGIA HARPER-IHEM, Clerk

By: Kegia Harper-Ihem
 DEPUTY

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant
County of Riverside
Grant Number: 3018-707
Fiscal Year Allocation: 2016-2017

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California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant
County of Riverside
Grant Number: 3018-707
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TERMS AND CONDITIONS

1. Authority and Scope of Grant Agreement.

The authorization for this Grant Agreement is the Transformative Climate Communities Program (“TCC Program”) statute (Public Resources Code, Sections 75240 – 75243) and the TCC Program Guidelines (“Guidelines”), as approved for release on August 23, 2017 and amended on October 23, 2017, and the Strategic Growth Council’s (“SGC”) approval of this project (“Project”) on January 29, 2018.

Pursuant to the above authorization, the Department of Conservation (“Department”), acting on behalf of the SGC, hereby grants to the County of Riverside (“Grantee”) a sum not to exceed one-hundred and seventy thousand dollars (\$170,000), upon and subject to the terms of this Grant Agreement and consistent with the terms of the Guidelines.

As awarded, this Grant Agreement is between the Department and the County of Riverside. The Department and Grantee are collectively referred to as “Parties.” “Co-applicants” identified in the TCC application process are referred to as “Partners”, but are not parties to this Grant Agreement.

The Guidelines and attachments are included in and made a part of this Grant Agreement.

2. Purpose of Grant.

The purpose of this grant is to provide funds for a Planning Grant from Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, to help local jurisdictions develop strategies to reduce carbon emissions, improve air quality, and build resiliency in the face of a changing climate, with a focus on low-income and disadvantaged communities.

3. Grant Term.

The term of the Grant Agreement is one (1) year, unless otherwise terminated, or amended to extend the grant term. The grant term will commence the day both Parties have signed the Grant Agreement. The Department will notify the Grantee and Partners when work may proceed.

The Department has entered into a Grant Agreement with the County of Riverside to provide Planning Grant funding for the Grantee to complete all planning activities and to meet all deliverables based on the budget and timeline specified in the Work Plan and Budget (Attachment A) set forth in this Grant Agreement.

To ensure reimbursement of all eligible costs incurred during the term and specified in this Grant Agreement, the Grantee must submit all required reports, invoices and documentation by required dates specified in the Reporting Requirements and Invoice Preparation sections of this Grant Agreement. The Grantee’s obligations under this Grant Agreement shall be deemed discharged only upon acceptance and approval of the Final Report by the SGC.

4. Authorized Signatories.

The Department Director or designee is authorized to sign this Grant Agreement and related documents on behalf of the Department. The Department will notify the Grantee of the day-to-day point of contact (“TCC Grant Manager”) once the grant is executed.

At the time of grant execution, the Grantee must submit a letter that identifies the individual who is authorized to sign this Grant Agreement and Project deliverables and related documents on behalf of the Grantee. The letter must also identify any additional Authorized Designees as well as the day-to-day Grant Manager.

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant
 County of Riverside
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In the event that the Authorized Signatory or Authorized Designee is unable to sign a deliverable or related document on behalf of the Grantee, the Grantee shall submit an updated letter signed by the Authorized Signatory designating another individual to sign in their place. If the Authorized Signatory or Authorized Designee are funded through this Grant Agreement, another individual employed by the Grantee must be designated to sign the invoices.

Grantees must keep Authorized Signatory letters up to date and submit changes through email to the Department within seven (7) working days of the change. Authorized Signatory letters will be kept on file with the Department for up to three (3) years after the final invoice has been paid and one (1) year following an audit.

5. Document Submission.

All correspondence and documents submitted through email must contain the Grant Agreement Number and the Grantee's Name in the subject line.

6. Reporting Requirements.

The Grantee is required to monitor and review all work performed to meet scheduled deliverables, provide Quarterly Progress Reports and a Final Report, and ensure the Project is completed on schedule and in accordance with this Grant Agreement. Reporting templates are Attachment B to this Grant Agreement.

A. General Requirements

- i. All reports must be completed using the attached templates.
- ii. All reports must be submitted through email by 5:00 p.m. on the due date.
- iii. All reports must be signed by the Authorized Signatory or Authorized Designee on file with the Department.
- iv. Reports that do not meet the reporting requirements specified within this Grant Agreement may result in a delay in release of funds.

B. Reporting Calendar Schedule

- i. Reports must be submitted to the Department by the required due dates:

Report	Reporting Period	Due Date
1 st Quarter Progress Report	July 1 – Sept 30	October 30
2 nd Quarter Progress Report	Oct 1 – Dec 31	January 30
3 rd Quarter Progress Report	Jan 1 – Mar 31	April 30
4 th Quarter Progress Report	Apr 1 – June 30	July 30
Final Report Package	Start date – End date	Within 60 days of Project Completion

- ii. The reporting period will begin on the start date of the Grant Agreement. When the report submission due date falls on a weekend or state-recognized holiday, reports will be due on the first working day that follows.

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant

County of Riverside

Grant Number: 3018-707

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- iii. The Final Report Package must include the final invoice, last Quarterly Progress Report, and Final Report.

C. Quarterly Progress Reports

- i. Quarterly Progress Reports must be completed using the attached Quarterly Progress Report template.
- ii. Quarterly Progress Reports describe the progress of activities performed, challenges and opportunities encountered, anticipated modifications, and milestones and deliverables achieved during the period for reimbursement, to ensure the Project stays on schedule for completion as specified in the Work Plan and Budget.
- iii. If the grant term is extended, subsequent quarterly reports will be submitted based on the Reporting Calendar Schedule.

D. Final Report

- i. The Final Report must provide all information described in the Final Report template.
- ii. The Final Report must document the Project's outcomes, summarize all tasks and deliverables and expenditure of funds, and discuss planned next steps for related activities beyond the grant term. It will attach and incorporate all work-products generated by these funds, including final deliverables produced by the Grantee.
- iii. To the extent appropriate, the Grantee's Board of Directors or Board of Supervisors, or other Authoritative Board or Body, shall adopt and certify as accurate the Final Report prior to its submission to the Department.

- E. The Department, the SGC and/or a third-party retained by the state may verify reports through methods that include but are not limited to: supporting documentation, site visits, conference calls or video conferencing.

7. Payment.

- A. Advanced payments are not permitted under this Grant Agreement. Payments shall be made to the Grantee no more than quarterly in arrears and on a reimbursement basis.
- B. The Grantee must submit all required documents (e.g. Invoice, Quarterly Progress Reports, Final Report, supporting documentation, and deliverables) to the Department by the required due dates.
- C. Payments will be made only upon evidence of satisfactory progress (e.g. activities reaching milestones, tasks completed, deliverables achieved, etc.) as determined by the Department. Failure to comply with reporting and invoicing requirements may result in non-payment or delayed payment of invoice(s).
 - i. In the last quarter, the Final Report will also be reviewed by the SGC. The Grantee's obligations under this Grant Agreement shall be deemed discharged only upon acceptance and approval of the Final Report by the SGC.
- D. The Grantee may only request reimbursement for eligible direct and administrative costs incurred during the term of the Grant Agreement period. Any work performed prior to the start date of the Grant Agreement will not be reimbursed. Under no circumstances shall the Grantee seek reimbursement for any indirect costs or any cost that has been, or will be, paid through another funding source.
 - i. Direct Costs: Direct costs may include, but are not limited to: personnel, supplies, or travel expenses directly tied to the implementation of the grant.

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant

County of Riverside

Grant Number: 3018-707

Fiscal Year Allocation: 2016-2017

- a. Travel costs: Eligible travel costs will be reimbursed at the lowest rate stated in the CalHR Travel Rules and Policy Memos (<http://www.calhr.ca.gov/state-hr-professionals/Pages/bargaining-contracts.aspx>). Incidentals and out of state travel are not reimbursable costs and will not be reimbursed.
 - ii. Administrative Costs: include, but are not limited to staff salaries and benefits, supplies, and other resources used to administer the grant. "Administration of the grant" is not limited to: activities required for coordinating the Grantee/Partner relationship, reporting, invoicing, etc.
 - iii. Indirect Costs: Indirect costs are not eligible for reimbursement. Indirect costs are defined as expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not directly tied to the grant but are necessary for the general operation of the organization. Examples of indirect costs may include, but are not limited to: salaries and benefits of employees not directly assigned to a Project, but providing general support services such as personnel, business services, information technology, janitorial, and overhead such as rent, utilities, supplies, etc.
- E. The Grantee must include all supporting documents (e.g. receipts, purchase orders, timesheets, Partner and subcontractor invoices and supporting documentation, etc.) required for payment.
- F. The Department will withhold from payment ten percent (10%) of each invoice submitted for reimbursement. Once the state has determined the Grantee has fulfilled the terms of the Grant Agreement, the 10% will be released as final payment.
- G. If the state determines that any invoiced and paid amounts exceed the actual allowable costs, the Grantee will repay the amounts to the state within thirty (30) days of request or as otherwise agreed by the state and Grantee. If the state does not receive such repayments, it will be entitled to take actions such as withholding further payments to the Grantee and seeking repayment from the Grantee.
- 8. Invoice Preparation.**
- A. Each invoice must be submitted on the Grantee's official letterhead using the Invoice templates (Attachment C).
 - B. Each invoice must be accompanied by a complete and accurate Quarterly Progress Report, as well as copies of supporting documentation for costs.
 - C. The final invoice must be accompanied by both the Final Report and last Quarterly Progress Report. The amount requested for reimbursement in the final invoice should include a request for reimbursement of the retention withheld throughout the grant term.
 - D. Invoices must be signed by the Authorized Signatory or Authorized Designee on file with the Department certifying that the expenditures are for actual costs for the activities/tasks performed under this Grant Agreement.
 - E. Grantees must email a signed invoice with copies of supporting documentation to the Department. The email must clearly indicate the intent to submit the document and evidence that it was deliberately signed by the Authorized Signatory or Authorized Designee.

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F. Supporting Documentation

- i. The Grantee must submit the following documentation, as relevant, for each itemized cost: copies of proof of purchase receipts, sufficiently detailed subcontractor's invoices, rental agreements, activity logs, timesheets, or canceled check(s). These items must contain sufficient information to establish that the specific service was rendered or purchase was made. Original supporting documentation is not required and should be retained by the Grantee:
 - a. Expenses should be broken out at the task level and should represent actual costs incurred.
 - b. Travel should be broken out separately.
 - c. Supporting documentation should be submitted for all work completed.
 - d. Supporting documentation should be clearly labeled by task or travel.
 - ii. Records documenting time spent performing the work shall identify the individual, the date on which the work was performed, the specific grant-related activities or objectives to which the individual's time was devoted, the hourly rate, and the amount of time spent.
 - iii. All records must reflect the actual time or money spent, rather than that which was planned or budgeted.
- G. Invoices that do not meet the requirements of this Grant Agreement, are incomplete, or have inaccuracies, will be returned to the Grantee for resubmittal within ten (10) working days with an explanation of why it was not approved.
- H. If it is determined that the Grantee submitted false or materially inaccurate invoices, supporting document or components of the application, the SGC or Department may impose any and all available remedies, including reimbursement of already disbursed payments, grant termination, and/or Grantee's debarment from future grant opportunities administered by the state.

9. Modifications and Amendments to the Grant Agreement.

Any modification or amendment request must be within the intent of the TCC Program. Due to the competitive nature of the process that resulted in the selection of this Project for funding, any requests to increase the overall grant amount or significantly alter the Project will not be approved. All requests must explain the purpose of the request, how the request is consistent with the Guidelines, and the effect of not approving the request. Modifications and amendments to the Grant Agreement will be considered at the sole discretion of the state.

- A. Modifications: Requests for modifications must be submitted in writing at least thirty (30) days prior to when the modification is needed. Modifications are minor changes to the Grant Agreement, which include but are not limited to changes in the:
- i. Work Plan and Budget
 - a. Reallocating less than ten percent (10%) of the total grant award between tasks
 - b. Adjusting deliverable due dates within the grant term
- B. Amendments: Material changes to the Grant Agreement will require an amendment. Requests for amendments must be submitted in writing at least three (3) months prior to the end of the grant term. Examples of actions that would require an amendment to the Grant Agreement include but are not limited to changes in the:
- i. Work Plan and Budget
 - a. Reallocating more than ten percent (10%) of the total grant award between tasks
 - b. Elimination or alteration of tasks
 - c. Change in Partners
 - ii. Grant term: Extending the grant term. Due to the availability of funding, under no circumstances may the amended grant term extend beyond January 31, 2021.

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- C. This Grant Agreement may only be modified or amended upon written mutual agreement of the Parties. No oral understanding or agreement not incorporated by writing in this Grant Agreement shall be binding on any of the Parties. The Grantee must request and obtain prior written approval before any modification or amendment of this Grant Agreement is valid.

10. Early Termination.

Both the Grantee and the Department have the right to terminate this Grant Agreement at any time upon thirty (30) days written notice. The notice shall specify the reason for early termination and may permit the Grantee or the Department to rectify any deficiency(ies) prior to the early termination date. The Grantee will submit any requested documents to the Department within thirty (30) days of the early termination notice.

11. Disputes.

If a dispute regarding this Grant Agreement arises that cannot be resolved by the TCC Grant Manager, the TCC Program Manager, or the Director of the Division of Land Resource Protection, then the Grantee shall submit a written dispute statement to the Director of the Department that shall be labeled "written dispute statement" and contain a concise statement of the substance of the dispute, along with any supporting documentation including, but not limited to, invoices, time sheets, or photos. The state will respond to written dispute statements within thirty (30) days of receipt.

In the event of a dispute, the language contained in this Grant Agreement shall prevail over any other language, including that contained in the grant application. The Grantee shall continue with the responsibilities and obligations under the terms of this Grant Agreement during any dispute.

12. Stop Work Orders.

In the event that it is determined at the sole discretion of the state that the Grantee is not meeting the terms and conditions of the Grant Agreement, immediately upon receiving a written notice from the Department or the SGC to stop work, the Grantee shall cease all work under this Grant Agreement. The state has the sole discretion to determine that the Grantee meets the terms and conditions after a stop work order, and to deliver a written notice to the Grantee to resume work under this Grant Agreement.

13. Accounting Records and Audits.

- A. The Grantee must establish a separate ledger account for receipts and expenditures of grant funds and maintain expenditure details in accordance with the attached Work Plan and Budget. Separate bank accounts are not required.
- B. The Grantee shall maintain documentation of its normal procurement policy and competitive bid process (including the use of sole source purchasing), financial records of expenditures incurred during the course of the Project in accordance with generally accepted accounting principles, including matching funds that may be required.
- C. The Grantee agrees that the state or designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant Agreement.
- D. The Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated.
- E. The Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records.

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- F. Partners and subcontractors employed by the Grantee and paid with moneys under the terms of this Grant Agreement shall be responsible for maintaining accounting records as specified above.
- G. The Grantee agrees to include a similar right of the state to audit records and interview staff in any subcontract related to performance of this Grant Agreement.

14. Publicity.

The Grantee agrees that it will acknowledge the SGC's support whenever activities or Projects funded, in whole or in part, by this Grant Agreement are publicized in any news media, brochures, articles, seminars, websites, or other type of promotional material. The Grantee shall also include in any publication resulting from work performed under this grant an acknowledgment substantially as follows:

"The work upon which this publication is based was funded in whole or in part through a grant awarded by the California Strategic Growth Council."

Media: The Grantee is required to identify a point of contact for all press inquiries and communications needs related to the Project and provide the name, phone number and email address of this individual to the SGC. All press releases must be approved by the SGC Communications Office prior to distribution and the SGC must be alerted and invited to participate in any and all press conferences related to the grant.

Social media: The Grantee is encouraged to use social media to inform and share with the public activities under this Grant Agreement. Furthermore, @CalSGC should be tagged on all posts related to activities under this Grant Agreement. Use of the hashtags #TCCPlanning and #CommunityLedTransformation is also encouraged.

15. Severability.

In the event that any provision of this Grant Agreement is unenforceable or held to be unenforceable, the Parties agree that all other provisions of this Grant Agreement have force and effect, and shall not be affected thereby.

16. General Compliance.

By signing this Grant Agreement, the Grantee certifies that it shall comply fully with all applicable federal, state and local laws, ordinances, regulations and permits and shall secure any new permits required by authorities having jurisdiction over the Project(s), and maintain all presently required permits. The Grantee shall ensure that any applicable requirements of the California Environmental Quality Act are met in order to carry out the terms of this Grant Agreement.

Additionally, the Grantee certifies that it is not and shall not be:

- A. In violation of any order or resolution not subject to review promulgated by the California Air Resources Board or an air pollution control district;
- B. Subject to a cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or
- C. Finally determined to be in violation of provisions of federal law relating to air or water pollution.

17. Liability Indemnification and Waiver.

The indemnification obligations shall survive the termination of this Grant Agreement. The Grantee agrees to indemnify, defend (with counsel reasonably approved by the state) and hold harmless the Department, the SGC,

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the California Natural Resources Agency ("CNRA"), its employees, officers or agents from and against any and all claims, injury, damages, liability, loss or attorneys' fees arising out of or in connection with the subject matter, terms or performance of this Grant Agreement, and from any suit, proceeding or challenge against the Department, the SGC, CNRA and their employees, officers or agents by a third-party alleging that by virtue of the terms of this Grant Agreement, the Department, the SGC, CNRA and their employees, officers or agents have done any wrongful act or breached any representation, whether based on a claim in contract, tort or otherwise.

18. Grantee Independence/Not an Agent of the State.

The Grantee, and the agents and employees of Grantee, in the performance of this Grant Agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California.

19. Assignment.

Without the advance written consent of the Department, this Grant Agreement is not assignable by Grantee either in whole or in part.

20. Grantee's Staff, Partners, and Subcontractors.

The state's contractual relationship is with the Grantee, and not any of their Partners or subcontractors. The Grantee is entitled to make use of its own staff, Partners, and subcontractors, as identified in the Work Plan and Budget, and will comply with its own competitive bidding and sole sourcing requirements for subcontracts that arise out of or in connection with this Grant Agreement. The Grantee shall manage, monitor, and accept responsibility for the performance of its own staff, Partners, and subcontractors, and will conduct Project activities and services consistent with professional standards for the industry and type of work being performed under this Grant Agreement. Any request to add or modify Partners requires a formal amendment to the Grant Agreement. Any request to add or modify subcontractors requires documentation that the proposed subcontractor was selected in compliance with the subcontractor procurement processes of the Grantee, contracting Partner, or other applicable parties. Refer to section 10, Modifications and Amendments to the Grant Agreement.

Nothing contained in this Grant Agreement or otherwise shall create any contractual relation between the Department and any Partners or subcontractors, and no subcontract shall relieve the Grantee of its responsibilities and obligations under the terms of this Grant Agreement. The Grantee agrees to be fully responsible to the Department for the acts and omissions of its Partners, subcontractors, and of persons either directly or indirectly employed by them. The Grantee's obligation to pay its Partners and subcontractors is an independent obligation from the Department's obligation to make payments to the Grantee.

21. No Third Party Beneficiaries.

This Grant Agreement is not intended for the benefit of any person or entity other than the Parties, and no one other than the Parties themselves may enforce any of the rights or obligations created by this Grant Agreement.

22. Expatriate Corporations.

Grantee hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

23. Insurance Requirements for Term of Grant Agreement.

A Grantee that is a governmental organization may provide evidence of self-insurance to satisfy this requirement.

If Grantee is not a governmental organization or is unable to provide evidence of self-insurance, then the following are the insurance requirements:

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- A. The Grantee shall obtain and keep in force for the term of this Grant Agreement the following insurance policies that cover any acts or omissions of the Grantee, its subcontractors or its employees engaged in the provision of service specified in this Grant Agreement:
- i. Worker's Compensation Insurance in an amount of not less than \$1,000,000 in accordance with the statutory requirement of the State of California. (Cal. Lab. Code § 3700 et seq.)
 - ii. Commercial general liability insurance in an amount of not less than \$1,000,000 per occurrence for bodily injury and property damage combined.
 - iii. Motor vehicle liability with limits not less than the amounts below combined single limit per accident. Such insurance shall cover liability arising out of a motor vehicle including owned, hired, and non-owned motor vehicles.
 - a. 7 or fewer passengers: \$1,000,000
 - b. 8-15 passengers: \$1,500,000
 - c. 16+ passengers: \$5,000,000
- B. The Grantee shall name the State of California, its officers, agents, employees and servants as additional insured parties for the commercial general liability and automobile liability insurance but only with respect to work performed under the contract and is responsible for guaranteeing that a copy of each Certificate of Insurance is submitted to the Department within thirty (30) days of the Grant Agreement signature. The Grantee will include the Grant Number on the submitted Certificate of Insurance.
- C. The Grantee shall notify the Department prior to any insurance policy cancellation or substantial change of policy.

24. Americans with Disabilities Act.

Grantee certifies to the Department that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

25. Union Organizing.

By signing this Grant Agreement, the Grantee hereby acknowledges the applicability of Government Code Sections 16645, 16645.2, 16645.8, 16646, 16647, and 16648 to this Grant Agreement and hereby certifies that:

- A. No grant funds disbursed by this grant will be used to assist, promote, or deter union organizing by employees performing work under this Grant Agreement.
- B. If the Grantee makes expenditures to assist, promote, or deter union organizing, the Grantee will maintain records sufficient to show that no state funds were used for those expenditures, and the Grantee shall provide those records to the Attorney General upon request.

26. Nondiscrimination Clause.

During the performance of this Grant Agreement, the Grantee and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any person on the basis 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, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully 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, sexual orientation, or military and veteran status.

The Grantee and its subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and subcontractors shall

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comply with the provisions of the Fair Employment and Housing Act (Gov. Code, § 12990 et seq.) and the applicable regulations promulgated there under (Cal. Code Regs., title 2, § 11005 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 of Title 2 of the California Code of Regulations, are incorporated into this Grant Agreement by reference and made a part hereof as if set forth in full. Grantee and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other grant agreement.

The Grantee shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform services under this Grant Agreement.

27. Drug-Free Workplace Requirements.

Grantee certifies to the Department that it will provide a drug-free workplace by taking the following actions:

- A. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the organization's workplace and specifying the actions that will be taken against employees for violations of the prohibition.
- B. Establish a drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The organization's policy of maintaining a drug-free workplace;
 - iii. Any available counseling, rehabilitation and employee assistance programs; and,
 - iv. Penalties that may be imposed upon employees for drug abuse violations.
- C. Every employee who works on the proposed Grant Agreement will:
 - i. Receive a copy of the company's drug-free workplace policy statement; and,
 - ii. Agree to abide by the terms of the company's statement as a condition of employment on the Grant Agreement.

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**ATTACHMENT A
WORK PLAN AND BUDGET**

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Project Name: Green Light Riverside

High Level Activities/Milestones	Responsible Parties [ex: Grantee, Partner, Subcontractor, etc.]	Timeline [Start and End Date]	Total Requested Grant Funds
<p>TASK 1: Fiscal Management</p> <p>Subtask A: Fiscal Management</p> <ul style="list-style-type: none"> • Task A1: Set-up of accounting receivables and expense accounts. • Task A2: Accounting related to draws/billings. • Task A3: Accounting related to quarterly reporting • Task A4: Identify and obtain leverage funding <p>Deliverables: Accounting system set-up; timely billings; timely quarterly reports.</p>	<p>Subtask A: City of Riverside</p>	<p>Subtask A: July 2018 to June 31, 2019</p>	<p>\$21,412</p> <p>\$21,412</p>
<p>TASK 2: Community Engagement</p> <p>Subtask A: Select Transformative Climate Community Outcome(s)</p> <ul style="list-style-type: none"> • Task A1: Identify new and existing groups motivated to contribute to key planning activities • Task A2: Provide menu of transformative climate 	<p>Subtask A: City of Riverside Subtask B: City of Riverside Subtask C: City of Riverside Subtask D: City of Riverside</p>	<p>Subtask A: July 2018 to June 30, 2019 Subtask B: September 1, 2018 to June 30, 2019 Subtask C: January 1, 2019 to June 30, 2019 Subtask D: September 1, 2018 to June 30, 2019</p>	<p>N/A</p> <p>\$59,113</p> <p>\$55,685</p>

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<p>community outcomes for new and existing groups</p> <ul style="list-style-type: none"> • Task A3: Facilitate issue identification and prioritization of selected outcome(s) <p>All Tasks: Larger community groups will meet with the City monthly throughout the TCC Planning Grant process. Smaller groups, or combinations of small groups, will also be engaged monthly throughout the planning process or as requested.</p> <p>Deliverables: Description of the process each group used to identify outcome(s), sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process. The City will identify new participation partners, and anticipates identifying an additional 2-6 partners, as part of ongoing Neighborhood Outreach. Beginning in the grant term and quarterly thereafter the</p>		
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Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.

Subtask B: Assess (Process and Outcome) Status to Date

- **Task B1:** Facilitate an of inventory of planning and intervention activities that addressed the selected outcome(s) with each participating group
- **Task B2:** With each participating group, develop a description of the changes/milestones that have occurred related to the selected outcome(s)
- **Task B3:** Develop a synthesis of changes/milestones identified by all groups

Deliverables: Synthesis of overall changes/milestones

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that have occurred to date, sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.

- Subtask C: Strategy Assessment**
- **Task C1:** Review synthesis of overall changes/milestones that have occurred to date with each group
 - **Task C2:** Select prioritized strategies to address selected outcomes
 - **Task C3:** Provide a rationale for the selected strategies, which may include explanations on the

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<p>likelihood to impact the outcome(s), the feasibility, and contextual factors</p> <p>Deliverables: Strategy rationale for each group, sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.</p> <p>Subtask D: What Will Success Look Like?</p> <ul style="list-style-type: none"> • Task D1: With each participating group, develop a logic model including programmatic and environmental change 		
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<p>outputs and outcomes for each strategy</p> <ul style="list-style-type: none"> • Task D2: With each participating group, develop a project narrative describing the behavioral and environmental changes envisioned in three years • Task D3: With each participating group, develop an overall logic model integrating the programmatic and environmental change outputs and outcomes identified by all groups <p>Deliverables: Overall logic model for the TCC implementation grant proposal, sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process.</p>			Travel \$3,428
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TASK 3: Policy Evaluation - County			\$8,067
<p>Subtask A: Evaluate and, as necessary, update codes currently enforced by Riverside County Workforce Division</p> <ul style="list-style-type: none"> • Task A1: Review codes and policies related to County Workforce department • Task A2: Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators • Task A3: Update codes and policies as necessary <p>Deliverables: Codes and policies reviewed and updated as appropriate with a summary of any changes/updates made provided to the Department by the grant end date.</p> <p>Subtask B: Evaluate and, as necessary, update codes currently enforced by Riverside County Department of Public Health</p> <ul style="list-style-type: none"> • Task B1: Review codes and policies related to County Public Health department • Task B2: Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators • Task B3: Update codes and policies as necessary <p>Deliverables: Codes and policies reviewed and updated as appropriate with a summary</p>	<p>Subtask A: County of Riverside Subtask B: County of Riverside Subtask C: County of Riverside Subtask D: County of Riverside</p>	<p>Subtask A: October 1, 2018 - January 30, 2019 Subtask B: October 1, 2018 - January 30, 2019 Subtask C: October 1, 2018 - January 30, 2019 Subtask D: October 1, 2018 - January 30, 2019</p>	<p>8,067</p>

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of any changes/updates made provided to the Department by the grant end date.

Subtask C: Evaluate and, as necessary, update codes currently enforced by Riverside County Department of Environmental Health

- **Task C1:** Review codes and policies related to County Environmental Health department
- **Task C2:** Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators
- **Task C3:** Update codes and policies as necessary

Deliverables: Codes and policies reviewed and updated as appropriate with a summary of any changes/updates made provided to the Department by the grant end date.

Subtask D: Evaluate and, as necessary, update codes currently enforced by Housing Authority of the County of Riverside

- **Task D1:** Review codes and policies related to Housing Authority of the County of Riverside
- **Task D2:** Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators
- **Task D3:** Update codes and policies as necessary

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<p>Deliverables: Codes and policies reviewed and updated as appropriate with a summary of any changes/updates made provided to the Department by the grant end date.</p>		Travel	N/A
<p>TASK 4: Policy Evaluation - City</p> <p>Subtask A: Policy Evaluation - City of Riverside</p> <ul style="list-style-type: none"> • Task A1: Examine Housing Element and Land Use Policies in relation to housing sites • Task A2: Examine Parks Master Plan and identify potential improvements for Project Area. • Task A3: Examine CEQA and State policy ramifications regarding TCC implementation <p>Deliverables: Rezoned housing site; parks plan identification; plan evaluations. The City will produce a stand-alone analysis of City policies (e.g., planning, fiscal, historic, transit, etc.) for each Task. It is anticipated that the legal, land use, and program outcome analysis may be delivered in constituent parts; that as elements of the analysis are available (e.g., parks planning and smart growth), these elements would be submitted as part of quarterly reporting. When complete the analysis package would be consolidated and presented to the Department as an off-track (i.e., non-quarterly reporting) deliverable.</p>	<p>Subtask A: City of Riverside Subtask B: City of Riverside Subtask C: City of Riverside</p>	<p>Subtask A: July 2018 to March 29, 2019 Subtask B: July 2018 - February 29, 2019 Subtask C: August 1, 2018 - February 29, 2019</p>	<p>\$60,323 \$60,323</p>

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<p>Subtask B: Policy Evaluation- City of Riverside Housing Authority</p> <ul style="list-style-type: none"> • Task B1: Examine Affordable Housing Policy implemented by the City of Riverside Housing Authority • Task B2: Examine Parks Master Plan and identify potential improvements for Project Area. • Task B3: Examine CEQA and State policy ramifications regarding TCC implementation <p>Deliverables: Codes and policies reviewed and updated as appropriate. The City will produce a stand-alone analysis of City policies (e.g., planning, fiscal, historic, transit, etc.) for each Task. It is anticipated that the legal, land use, and program outcome analysis may be delivered in constituent parts; that as elements of the analysis are available (e.g., parks planning and smart growth), these elements would be submitted as part of quarterly reporting. When complete the analysis package would be consolidated and presented to the Department as an off-track (i.e., non-quarterly reporting) deliverable.</p>		
<p>Subtask C: Policy Evaluation- City of Riverside Consultant</p> <ul style="list-style-type: none"> • Task C1: Examine existing plans and policies of various initiatives within the planning area. • Task C2: In coordination with the community and various stakeholders identify a unified 		

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vision for the planning area having considered Subtask A. Coordination efforts with stakeholders will occur almost entirely in a community meeting setting, although smaller focus groups may occur on an as-needed basis. Between large and small groups, it is anticipated that 3-4 meetings will occur per month.

Deliverables: Sign-in sheets, copies of meeting materials, and a planning area-wide green light initiative vision statement and strategy plan. Reportable elements from meetings will include sign-in sheets, meeting notes, PowerPoint presentations and overall deliverable discussions regarding how public participation is forming TCC Implementation Grant deliverables. It is anticipated that the legal, land use, and program outcome analysis may be delivered in constituent parts; that as elements of the analysis are available (e.g., parks planning and smart growth), these elements would be submitted as part of quarterly reporting. When complete the analysis package would be consolidated and presented to the Department as an off-track (i.e., non-quarterly reporting) deliverable.

Travel

N/A

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant

County of Riverside
 Grant Number: 3018-707
 Fiscal Year Allocation: 2016-2017

TASK 5: Project Specs			\$17,062
<p>Subtask A: Identify goals to incorporate in future Implementation Grant application and activities</p> <ul style="list-style-type: none"> • Task A1: Take into consideration requirements of most current TCC guidelines and incorporate findings from stakeholder engagement processes • Task A2: Identify at least one goal related greenhouse gas reduction • Task A3: Identify at least three goals related to public health and environmental benefits • Task A4: Identify at least three goals related to economic opportunity and shared prosperity 	<p>Task A1: County of Riverside Task A2: City of Riverside Task A3: City of Riverside Task A4: County of Riverside Subtask B: City of Riverside Subtask C: City of Riverside Task D1: City of Riverside Task D2: County of Riverside</p>	<p>Task A1: July 2018 - October 30, 2018 Task A2: August 1, 2018 - November 30, 2018 Task A3: August 1, 2018 - November 30, 2018 Task A4: July 2018 - October 30, 2018 Subtask B: October 1, 2018 - June 30, 2019 Subtask C: August 1, 2018 - November 30, 2018 Task D1: July 2018 - August 30, 2018 Task D2: August 1, 2018 - October 30, 2018</p>	\$17,062
<p>All Tasks: City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.</p> <p>Deliverables: Articulation of at least the minimum number of goals per category, sign-in sheets, and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will</p>			

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant

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<p>produce a report that will be submitted as part of overall deliverable reporting that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation</p> <p>Subtask B: Identify strategies to incorporate in future Implementation Grant application and activities</p> <ul style="list-style-type: none"> • Task B1: Identify strategies that incorporate findings from stakeholder engagement processes and are specifically linked to established goals • Task B2: Ensure consistency of activities with local and regional plans <p>All Tasks: City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.</p> <p>Deliverables: Articulation of TCC eligible strategies to execute goals, sign-in sheets and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a</p>	
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California Department of Conservation – Division of Land Resource Protection
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report that will be submitted as part of overall deliverable reporting that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.

Subtask C: Identify TCC project types to incorporate in future Implementation Grant application and activities

Task C1: Identify project types that incorporate articulated strategies. City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the Implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.

Deliverables: Articulation of CCI and leveraged project types that correspond with strategies, sign-in sheets, and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting that will detail outreach to specific groups, number of meetings, and outcomes

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<p>related to group input into TCC implementation grant formation.</p> <p>Subtask D: Identify GHG emission reduction indicators to incorporate in future Implementation Grant application and activities</p> <ul style="list-style-type: none"> • Task D1: Identify feasible methods of tracking and monitoring extent to which TCC-related activities reduce greenhouse gas emissions, improve public health, and provide environmental and economic benefit • Task D2: Link those feasible methods to TCC-eligible indicators for each corresponding project type <p>All Tasks: City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.</p> <p>Deliverables: Articulation of appropriate indicators to measure attainment of goals, sign-in sheets, and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood</p>	
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California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant

County of Riverside
 Grant Number: 3018-707
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<p>Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.</p>			Travel	N/A
<p>TASK 6: Project Area ID</p> <p>Subtask A: Identify Project area for future Implementation Grant application and activities</p> <ul style="list-style-type: none"> • Task A1: Take into consideration requirements of most current TCC guidelines • Task A2: Identify general area for targeting, as determined by community engagement and outreach • Task A3: Identify specific boundaries that define desired target area • Task A4: Verify square mileage and other characteristics of Project Area meet TCC guidelines • Task A5: Create annotated Project Area map <p>Deliverables: Delineation of Project Area as reflected on annotated Project Area map, sign-in sheets, and copies of meeting materials.</p>	<p>Task A1: County of Riverside Task A2: City of Riverside Task A3: County of Riverside Task A4: County of Riverside Task A5: County of Riverside</p>	<p>Task A1: July 2018-October 30, 2018 Task A2: August 1, 2018 - September 30, 2018 Task A3: July 2018-October 30, 2018 Task A4: July 2018-October 30, 2018 Task A5: August 1, 2018-October 30, 2018</p>	Travel	N/A
GRAND TOTAL			GRAND TOTAL	\$170,000

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant
County of Riverside
Grant Number: 3018-707
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**ATTACHMENT B
REPORTING TEMPLATES**

Transformative Climate Communities Program Quarterly Progress Report	FY 16/17
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Grantee:		Grant Number:	
Project Name:			
Quarter #:	Reporting Period:	(Start Date)	to (End Date)
Authorized Signatory: (Name)		(Position)	
Signature:		Date:	

1. Summarize work completed during reporting period:

Task/Subtask	Description of Work Completed	Funds Spent
	Total Funds Spent this Quarter:	

Transformative Climate Communities Program Quarterly Progress Report	FY 16/17
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2. If your project is not on schedule per the Work Plan, please provide an explanation here.

3. Do you anticipate any modifications to your Work Plan or Budget in the next quarter?

Transformative Climate Communities Program Final Report	FY 16/17
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Grantee:	Grant Number:
Project Name:	
Authorized Signatory: (Name)	(Position)
Signature:	Date:

1. Project Summary Statement

Provide a summary of the challenges facing the Planning Area and describe how the Project will result in advancing the State's planning priorities within the planning area or jurisdiction. Refer to the TCC Guidelines.

2. Project Overview

Describe how the Project realized the goals described in the grant proposal, and the objectives contained in work plan; how the grant funds were spent in relation to the proposed budget; and, any changes made to the original Project and why the changes were necessary.

3. Project Accomplishments

Describe the Project's deliverables and any other notable outcomes; discuss major benefits attained during or as a result of the Project; and report on successful strategies used to achieve results.

4. Preparation for Future TCC Implementation Grant

Describe how the project will assist the Grantee in applying for future TCC Implementation Grants. Address how the Grantee plans to meet requirements related to leverage funding, displacement avoidance, community engagement, GHG emission reductions tracking and monitoring, or climate resiliency.

5. Project Barriers

Describe any goals or objectives that could not be met, or issues that impeded the progress of the Project, how these obstacles were responded to and how these lessons learned can be useful for other TCC communities.

6. Strategies for Implementation

Describe how plans or processes developed in the Project will be implemented over the next three to five years to further your organization's sustainability goals and strategies.

California Department of Conservation – Division of Land Resource Protection
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**ATTACHMENT C
INVOICE TEMPLATES**

[TO BE PRINTED ON GRANTEE LETTERHEAD]

Department of Conservation
 Division of Land Resource Protection
 Attn: [TCC Grant Manager]
 801 K Street, MS 14-15
 Sacramento, CA 95814

Date: _____

TRANSFORMATIVE CLIMATE COMMUNITIES FY 16/17

PLANNING GRANT INVOICE

Grantee:		Grant Number:	
Quarter: [insert #]	Dates:	[insert Start Date]	[insert End Date]
Authorized Signatory: [Type Name]		[insert Position]	
By signing this, I certify that work has been completed in accordance with the grant agreement and that the request for reimbursement represents actual costs.			
Signature:		Date:	
Task		Grant Funds Spent	
Task 1: Community Engagement			
Task 2: Draft Document X			
Task 3: Final Document X			
Task 4: Grant Administration			
SUBTOTAL for this Quarter			
<i>Minus 10% Retention</i>			
TOTAL reimbursement requested this Quarter			

[TO BE PRINTED ON GRANTEE LETTERHEAD]

Department of Conservation
 Division of Land Resource Protection
 Attn: [TCC Grant Manager]
 801 K Street, MS 14-15
 Sacramento, CA 95814

Date: _____

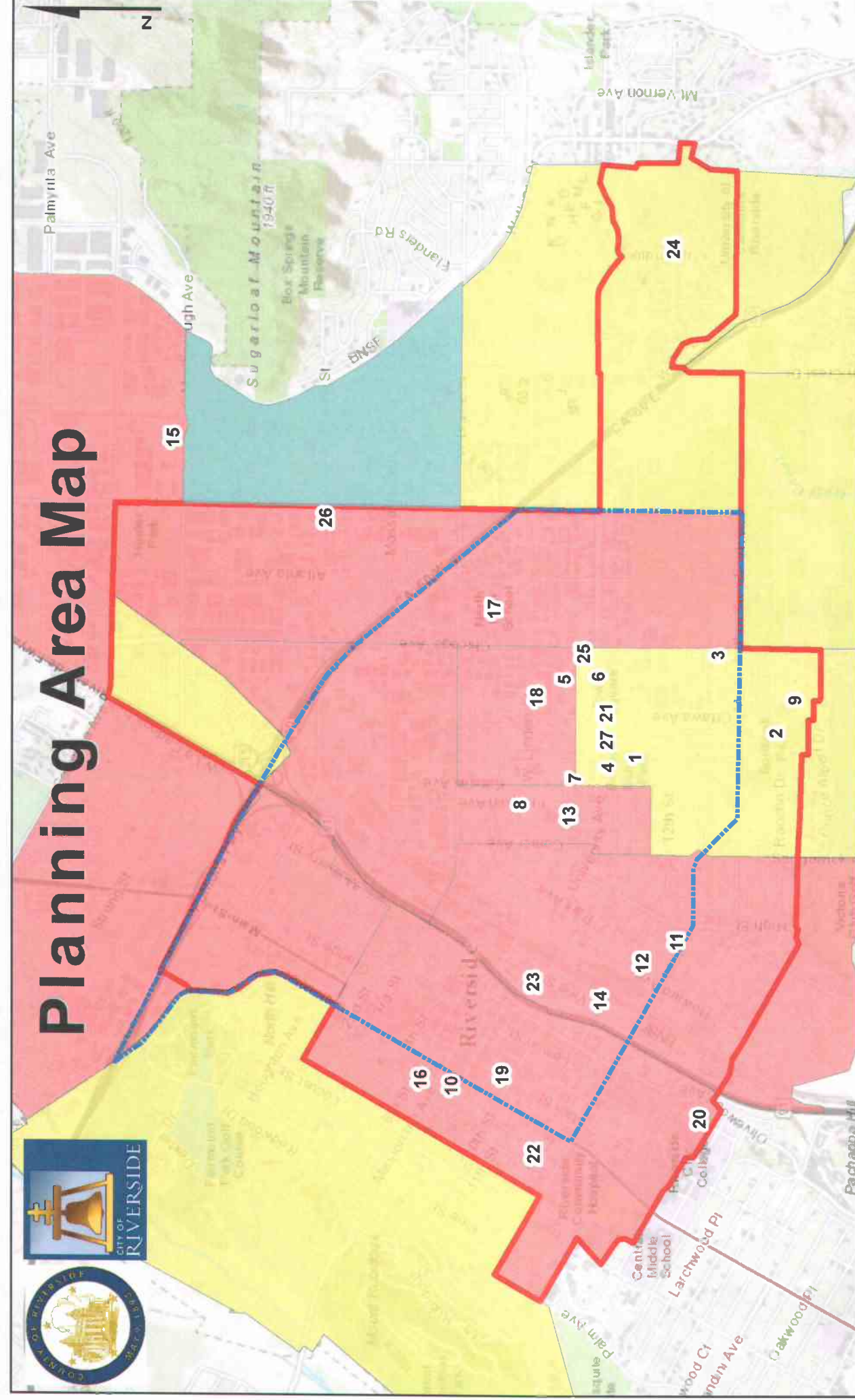
TRANSFORMATIVE CLIMATE COMMUNITIES FY 16/17

FINAL PLANNING GRANT INVOICE

Grantee:		Grant Number:	
Quarter: [insert #]	Dates:	[insert Start Date]	[insert End Date]
Authorized Signatory: [Type Name]		[insert Position]	
By signing this, I certify that work has been completed in accordance with the grant agreement and that the request for reimbursement represents actual costs.			
Signature:		Date:	
Task		Grant Funds Spent	
Task 1: Community Engagement			
Task 2: Draft Document X			
Task 3: Final Document X			
Task 4: Grant Administration			
SUBTOTAL for this Quarter			
Plus 10% Retention withheld from Quarters 1-3			
TOTAL reimbursement requested for the Final Invoice			



Planning Area Map



Planning Area

Innovation District

AB1550 Low Income Community

Top 5% Disadvantaged Community

Top 25% Disadvantaged Community

- 1 - Bobby Bonds Park
- 2 - Bordwell Park
- 3 - CARB (future site)
- 4 - Cesar Chavez Community Center
- 5 - Chicago-Linden Housing Project
- 6 - Community Market (La Michoacana)
- 7 - Community Market (La Tapatia)
- 8 - Community Market (The Green Store)
- 9 - Emerson Elementary School
- 10 - Library (future site)
- 11 - Lincoln High School
- 12 - Lincoln Park
- 13 - Longfellow Elementary School
- 14 - Metrolink Station (Downtown)
- 15 - Metrolink Station (Hunter Park)
- 16 - Mission Heritage Housing Project
- 17 - High School
- 18 - Patterson Park
- 19 - Riverside City Hall
- 20 - Riverside City College
- 21 - RCHF Eastside Health Clinic
- 22 - Riverside County Office of Education
- 23 - RTA Mobility Hub (future site)
- 24 - University of California, Riverside
- 25 - Walgreens Pharmacy
- 26 - Workforce Development Center
- 27 - Youth Opportunity Center

Data Sources: CalEnviroScreen 3.0 & Riverside Housing Authority
 Service Layer Credits: Esri, HERE, DeLorme, Intermap, increment P Corp, GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, Mapbox, © OpenStreetMap contributors, and the GIS User Community

Planning Grant Execution Instructions

Please review the following instructions when executing your Transformative Climate Communities Program Planning Grant. If you have any questions or concerns, please contact your TCC grant manager:
Elizabeth Hessom, elizabeth.hessom@conservation.ca.gov, (916) 323-4160

STEP 1: Review the documents attached to the “TCC – Planning Grant Execution” email:

- STD 204 – “Payee Data Record”
 - DOC6 – “Grant Agreement”
 - Terms and Conditions and Attachments
 - Authorized Signatory Letter Table
-

STEP 2: Complete the STD 204:

Information from this form will be used to create the grantee’s record in the state payment system. The name and mailing address will appear on warrants issued by the state. If any of this information changes during the grant term, the Grantee will need to complete a new STD 204.

STEP 3: Review the DOC6, Terms and Conditions and Attachments:

- Review the project name and the grantee name. The grantee name should match the “Legal Business name” on the STD 204. If either name is incorrect, notify your TCC grant manager.
 - Review the Work Plan and Budget for accuracy. Note that the level of detail in the budget breakdown has been reduced to cost per Task, but grantees will still be required to provide supporting documentation for all expenses for each invoice.
-

STEP 4: Print and sign the documents below. Documents should be signed by the Authorized Signatory or Designee identified in the Authorized Signatory Letter.

- One (1) copy of the completed STD 204
 - Two (2) copies of the DOC6
 - One (1) Authorized Signatory Letter (attach any accompanying resolutions, as appropriate)
-

STEP 5: Mail the signed documents to the address below and notify your TCC grant manager via email.

Department of Conservation
ATTN: Elizabeth Hessom
801 K Street, MS 14-15
Sacramento CA, 95814

1 **WHEREAS**, the Application was selected by the SGC on January 29, 2018
2 for a TCC Planning Grant award in the amount of one hundred seventy thousand dollars
3 (\$170,000) ("TCC Grant");

4 **WHEREAS**, pursuant to the TCC guidelines, TCC Grant agreements are
5 executed between the DOC and the lead applicant only; therefore, the terms of the TCC
6 Planning Grant are memorialized in an agreement between the DOC and the COUNTY,
7 as lead applicant, the term of which agreement is twelve months ("TCC Grant
8 Agreement"), a copy of which is attached hereto as **Exhibit A** and incorporated herein by
9 this reference. Activities under the TCC Grant Agreement that are carried out by the
10 COUNTY's co-applicant, which co-applicant is the SUB-RECIPIENT, are set forth in the
11 Sub-Recipient TCC Planning Activities, attached hereto as **Exhibit B** and incorporated
12 herein by this reference;

13 **WHEREAS**, the COUNTY intends to utilize \$20,209 in funds derived from
14 the TCC Grant to pay for the activities identified in the County TCC Planning Activities,
15 attached hereto as **Exhibit D** and incorporated herein by this reference; and

16 **WHEREAS**, the Parties desire to enter into this Agreement to provide for
17 the grant of the balance of the TCC Grant funds in the amount of \$149,791 from COUNTY
18 to SUB-RECIPIENT for use in connection with the performance of the activities related to
19 the TCC Grant, set forth in the Sub-Recipient TCC Planning Activities, attached hereto
20 as **Exhibit B** and incorporated herein by this reference.

21
22 **NOW, THEREFORE**, COUNTY and SUB-RECIPIENT mutually agree as
23 follows:

- 24 1. PURPOSE. The purpose of this agreement is to provide grant
25 funding to SUB-RECIPIENT for use in connection with the activities set forth in the TCC
26 Grant Agreement and the Sub-Recipient TCC Planning Activities, copies of which are
27 attached hereto as **Exhibit A** and **Exhibit B**, respectively, and each incorporated herein
28 by this reference.

1
2 2. TERM OF AGREEMENT. This Agreement shall become effective
3 upon the Effective Date, as defined in Section 38 below, and shall continue in full force
4 and effect for a period of one year, unless terminated earlier (“Term”); provided, however,
5 in no event shall the Term of this Agreement exceed the term of the TCC Grant
6 Agreement.

7 2A. GRANT. Subject to SUB-RECIPIENT’s satisfaction of the conditions
8 precedent set forth in this Agreement, the TCC Grant Agreement, and the Sub-Recipient
9 TCC Planning Activities, COUNTY shall grant to SUB-RECIPIENT One Hundred Forty
10 Nine Thousand Seven Hundred Ninety One Dollars (\$149,791) (“Sub-Grant Funds”),
11 derived from TCC Grant funds, upon the terms and conditions set forth herein, to fund
12 SUB-RECIPIENT’s activities related to the TCC Grant as more specifically described in
13 the Sub-Recipient TCC Planning Activities, attached hereto as **Exhibit B** and
14 incorporated herein by this reference.

15 The total amount of grant funds disbursed to the SUB-RECIPIENT under
16 this Agreement to provide the services identified in the Sub-Recipient TCC Planning
17 Activities attached hereto as Exhibit B, shall not exceed the amount of the Sub-Grant
18 Funds, including all expenses. The COUNTY is not responsible for any fees or costs
19 above or beyond the Sub-Grant Funds, and shall have no obligation to purchase any
20 specified amount of services or products, unless agreed to by the COUNTY in writing. In
21 no event shall the cumulative grant amount set forth in this Agreement, and any
22 amendments hereto, exceed the maximum total amount of ONE HUNDRED FORTY
23 NINE THOUSAND SEVEN HUNDRED NINETY ONE DOLLARS (\$149,791), including all
24 expenses.

25 2B. DISBURSEMENT OF SUB- GRANT FUNDS. Subject to Sub-
26 Recipient’s satisfaction of the conditions precedent set forth herein, COUNTY, through its
27 Economic Development Agency (“EDA”), shall: (1) make payments of the Sub-Grant
28 Funds to SUB-RECIPIENT as designated in Exhibit B, and (2) monitor SUB-RECIPIENT’s

1 activities under this Agreement to ensure compliance with applicable federal, state and
2 local laws, regulations ordinances and the terms of this Agreement. The SUB-RECIPIENT
3 intends to use the Sub-Grant Funds to undertake planning activities in preparation of
4 applying for a TCC Implementation Grant. The Sub-Grant Funds will be disbursed to
5 SUB-RECIPIENT on a "cost-as-incurred" basis for all eligible approved costs under this
6 Agreement and as specified below.

7 The SUB-RECIPIENT shall be paid only in accordance with an invoice submitted
8 to the COUNTY by SUB-RECIPIENT conforming to Exhibit E attached hereto and
9 incorporated herein by this reference, and COUNTY shall pay the invoice within thirty (30)
10 working days from the date of receipt of the invoice. Payment shall be made to SUB-
11 RECIPIENT only after services have been rendered or delivery of materials or products,
12 and acceptance has been made by COUNTY.

13 a. Each invoice shall contain a minimum of the following information:
14 invoice number and date; remittance address; itemization of the description of the work
15 (hourly rate and extensions, if applicable); and an invoice total and shall conform to the
16 Invoice Form attached hereto as Exhibit E and incorporated herein by this reference.

17 b. In accordance with California Government Code Section 926.10,
18 COUNTY is not allowed to pay excess interest and late charges.

19 c. The COUNTY obligation for payment of this Agreement beyond the
20 current fiscal year end is contingent upon and limited by the availability of the COUNTY
21 funding from which payment can be made. No legal liability on the part of the COUNTY
22 shall arise for payment beyond June 30 of each calendar year unless funds are made
23 available for such payment. In the event that such funds are not forthcoming for any
24 reason, the COUNTY shall immediately notify the SUB-RECIPIENT in writing; and this
25 Agreement shall be deemed terminated and have no further force and effect.

26 2C. DISTRIBUTION OF GRANT FUNDS. Any disbursement of funds
27 is expressly conditioned upon the satisfaction of conditions set forth in **Section 3** and
28 **Section 10**. The COUNTY shall pay SUB-RECIPIENT the sum specified in **Section 2A**

1 above on a "cost-as-incurred" basis for all eligible approved set forth in the Sub-Recipient
2 TCC Planning Activities attached hereto as **Exhibit B**.

3 3. SUB-RECIPIENT'S OBLIGATIONS: SUB-RECIPIENT shall
4 complete the following activities during the term of this Agreement, subject to its receipt
5 of the Sub-Grant Funds:

6 a. Use Sub-Grant Funds solely for payment of necessary and
7 reasonable eligible costs incurred during undertaking of the
8 activities described in the Sub-Recipient TCC Planning
9 Activities attached hereto as **Exhibit B**.

10 b. Undertake all activities described in the Sub-Recipient TCC
11 Planning Activities attached hereto as **Exhibit B** within the
12 boundaries of the TCC Grant Planning Area as set forth on
13 the TCC Planning Area Map attached hereto as Exhibit C and
14 incorporated herein by this reference.

15 c. Monitor activities under this Agreement to ensure compliance
16 as SUB-RECIPIENT under the applicable TCC program
17 regulations set forth by the SGC and DOC.

18 4. COUNTY'S OBLIGATIONS: COUNTY hereby agrees to undertake
19 and complete the following activities, subject to its receipt of sufficient TCC Grant funds
20 from the DOC:

21 a. Subject to SUB-RECIPIENT's performance of activities set
22 forth in the Sub-Recipient TCC Planning Activities attached
23 hereto as **Exhibit B**, provide the total amount of Sub-Grant
24 Funds identified in Section 1 to SUB-RECIPIENT for financing
25 of activities described in the Sub-Recipient TCC Planning
26 Activities.

27 b. Comply with all of its obligations under the TCC Grant
28 Agreement as described in the County TCC Planning

1 Activities, attached hereto as Exhibit D and incorporated
2 herein by this reference.

3 5. PRIOR COUNTY APPROVAL. SUB-RECIPIENT shall obtain
4 COUNTY's written approval, through its EDA, of all items requiring such approvals as
5 described in this Agreement.

6 6. Reserved.

7 7. EXTENSION OF TERM. COUNTY may grant an extension of the
8 TERM for the purpose of allowing SUB-RECIPIENT to complete activities permitted under
9 this Agreement. SUB-RECIPIENT shall request said extension in writing, stating the
10 reasons therefore. Upon receiving such written request for extension of the TERM, the
11 COUNTY's Assistant County Executive Officer/ECD or designee, shall have the right, on
12 behalf of the COUNTY, to grant or deny such extension request, in its reasonable
13 discretion. In the event a request for extension is approved in writing by the COUNTY's
14 Assistant County Executive Officer/ECD or designee, this Agreement shall be amended
15 by the Parties, without the need to obtain Board of Supervisor's approval, to reflect such
16 extension of the TERM. Every term, condition, covenant, and requirement of this
17 Agreement shall continue in full force and effect during the period of any such extension.

18 8. Reserved.

19 9. REALLOCATION OF FUNDS. If substantial progress toward
20 completion, as determined by COUNTY, of the activity is not made in accordance with
21 the completion schedule specified, the funds allocated, reserved, or placed in a trust fund
22 may be reallocated by COUNTY after at least sixty (60) days' prior written notice is given
23 to SUB-RECIPIENT along with the SUB-RECIPIENT's Agreement obligations.

24 10. Reserved.

25 11. Reserved.

26 12. FINANCIAL RECORDS. SUB-RECIPIENT shall maintain financial,
27 programmatic, statistical, and other supporting records of its operations and financial
28 activities in accordance with the requirements of the TCC program and the regulations as

1 amended promulgated thereunder, which records shall be open to inspection and audit
2 by authorized representatives of COUNTY, DOC, and SGC during regular working hours.
3 COUNTY, DOC, SGC or any of their representatives, have the right of access to any
4 pertinent books, documents, papers, or other records of SUB-RECIPIENT, in order to
5 make audits, examinations, excerpts, and transcripts. Said records shall be retained for
6 such time as may be required by the regulations of the TCC program, but in no case for
7 less than five years after the Agreement's Termination Date. If any litigation, claim,
8 negotiation, audit, or other action has started before the expiration of the regular period
9 specified, the records must be retained until completion of the action and resolution of all
10 issues that arise from it, or until the end of the regular period, whichever is later.

11 13. COMPLIANCE WITH LAWS AND REGULATIONS. By executing
12 this Agreement, SUB-RECIPIENT hereby certifies that it will adhere to and comply with
13 all federal, state and local laws and regulations.

14 14. RECORD RETENTION AND DOCUMENTS. SUB-RECIPIENT shall
15 make available, upon written request by any duly authorized Federal, State or COUNTY
16 agency, a copy of this Agreement and such books, documents and records as are
17 necessary to certify the nature and extent of the SUB-RECIPIENT's costs related to this
18 Agreement. All such books, documents and records shall be maintained by SUB-
19 RECIPIENT for at least five years following termination of this Agreement and be
20 available for audit by the COUNTY. SUB-RECIPIENT shall provide to the COUNTY
21 reports and information related to this Agreement as requested by COUNTY.

22 15. STATE REQUIREMENTS. SUB-RECIPIENT shall comply with the
23 provisions of the TCC program and any amendments thereto and the state regulations
24 and guidelines now or hereafter enacted pursuant to the TCC program.

25 16. PROVISION OF DOCUMENTATION. The SUB-RECIPIENT agrees
26 to provide COUNTY with all the documentation required by the DOC for the TCC Grant
27 program upon COUNTY's request.
28

1 17. NONDISCRIMINATION. SUB-RECIPIENT and its subcontractors, if
2 any, shall not deny the benefits rendered hereunder to any person on the basis of religion,
3 color, ethnic group identification, sex, age, or physical or mental disability.

4 18. PROHIBITION AGAINST CONFLICTS OF INTEREST

5 a. SUB-RECIPIENT shall promptly disclose to COUNTY any
6 potential conflicts of interest, including even the appearance
7 of conflict that may arise with respect to the activities funded
8 under this Agreement.

9 b. Any violation of this Section shall be deemed a material
10 breach of this Agreement shall be immediately terminated by
11 COUNTY.

12 19. SUB-RECIPIENT ABILITY TO CONTRACT. SUB-RECIPIENT may
13 enter into contract with sub-contractors to perform SUB-RECIPIENT's activities under the
14 Agreement subject to the procurement requirements under the TCC Grant Agreement.

15 20. PROGRAM MONITORING AND EVALUATION. SUB-RECIPIENT
16 shall maintain financial, programmatic, statistical and other supporting records of its
17 operations and financial activities in accordance with the requirements of the TCC
18 program. Except as otherwise provided for in this Agreement, SUB-RECIPIENT shall
19 maintain and submit records to COUNTY within ten business days of COUNTY's request
20 which clearly documents SUB-RECIPIENT's performance under this Agreement. A list of
21 document submissions and timeline are shown in **Exhibit B** and such list may be
22 amended from time to time subject to COUNTY reporting requirements.

23 21. EVENTS OF DEFAULT. The occurrence of any of the following
24 events shall constitute an "Event of Default" under this Agreement:

25 a. Monetary Default. (1) SUB-RECIPIENT's use of Sub-Grant
26 Funds for uses inconsistent with terms and restrictions set
27 forth in this Agreement;
28

1 b. Non-Monetary Default - Operation. (1) Discrimination by
2 SUB-RECIPIENT on the basis of characteristics prohibited by
3 this Agreement or applicable law; (2) any material adverse
4 change in the condition of SUB-RECIPIENT that gives
5 COUNTY reasonable cause to believe that activities under
6 this Agreement cannot be operated according to the terms of
7 this Agreement;

8 c. Bankruptcy, Dissolution and Insolvency. SUB-RECIPIENT's
9 (1) filing for bankruptcy, dissolution, or reorganization, or
10 failure to obtain a full dismissal of any such involuntary filing
11 brought by another party before the earlier of final relief or
12 sixty (60) days after such filing; (2) making a general
13 assignment for the benefit of creditors; (3) applying for the
14 appointment of a receiver, trustee, custodian, or liquidator, or
15 failure to obtain a full dismissal of any such involuntary
16 application brought by another party before the earlier of final
17 relief or sixty (60) days after such filing; (4) insolvency; or (5)
18 failure, inability or admission in writing of its inability to pay its
19 debts as they become due.

20 22. NOTICE OF DEFAULT AND OPPORTUNITY TO CURE. For
21 monetary and non-monetary events of default, COUNTY shall give written notice to SUB-
22 RECIPIENT, of any Event of Default by specifying: (a) the nature of the event of default
23 or the deficiency giving rise to the default, (b) the action required to cure the deficiency, if
24 an action to cure is possible, and (c) a date, which shall not be less than ninety (90)
25 calendar days from the mailing of the notice, by which such action to cure must be taken.
26 COUNTY agrees that SUB-RECIPIENT and any beneficiary permitted by this Agreement
27 (collectively, the "Interested Parties") shall have the right to cure any and all defaults under
28 this Agreement.

1 23. COUNTY REMEDIES. Upon the happening of an Event of Default
2 and a failure by SUB-RECIPIENT or other Interested Party to cure said default within the
3 time specified in the notice of default (if an action to cure is specified in said notice),
4 COUNTY's obligation to disburse Sub-Grant Funds shall terminate, and COUNTY may
5 also in addition to other rights and remedies permitted by this Agreement or applicable
6 law, proceed with any or all of the following remedies in any order or combination
7 COUNTY may choose in its sole discretion:

- 8 a. Terminate this Agreement;
- 9 b. Bring an action in equitable relief (1) seeking the specific
10 performance by SUB-RECIPIENT of the terms and conditions
11 of this Agreement, and/or (2) enjoining, abating, or preventing
12 any violation of said terms and conditions, and/or (3) seeking
13 declaratory relief; and
- 14 c. Pursue any other remedy allowed at law or in equity.

15 24. OWNERSHIP/USE OF CONTRACT MATERIALS AND
16 PRODUCTS. The SUB-RECIPIENT agrees that all materials, reports or products in any
17 form, including electronic, created by the SUB-RECIPIENT for which the SUB-
18 RECIPIENT has been compensated by the COUNTY pursuant to this Agreement shall
19 be the sole property of the COUNTY; and may be used by the COUNTY for any purpose
20 the COUNTY deems to be appropriate, including, but not limited to, duplication and/or
21 distribution within the COUNTY or to third parties. The SUB-RECIPIENT agrees not to
22 release or circulate in whole or part such materials, reports or products without prior
23 written authorization of the COUNTY.

24 25. SUB-RECIPIENT'S WARRANTIES. SUB-RECIPIENT represents
25 and warrants (1) that it is duly organized, validly existing and in good standing under the
26 laws of the State of California, (2) that it has the full power and authority to execute and
27 undertake activities under this Agreement, (3) that the persons executing and delivering
28 this Agreement are authorized to execute and deliver such documents on behalf of SUB-

1 RECIPIENT and (4) that neither SUB-RECIPIENT nor any of its principals is presently
2 debarred, suspended, proposed for debarment, declared ineligible, or voluntarily
3 excluded from participation in connection with the transaction contemplated by this
4 Agreement.

5 26. INDEPENDENT CONTRACTOR. The SUB-RECIPIENT is, for
6 purposes relating to this Agreement, an independent contractor and shall not be deemed
7 an employee of the COUNTY. It is expressly understood and agreed that the SUB-
8 RECIPIENT (including its employees, agents and subcontractor's) shall in no event be
9 entitled to any benefits to which the COUNTY employees are entitled, including but not
10 limited to overtime, any retirement benefits, worker's compensation benefits, and injury
11 leave or other leave benefits. COUNTY shall have no obligation to pay or withhold state
12 or federal taxes or provide workers' compensation or unemployment insurance for or on
13 behalf of them or SUB-RECIPIENT.

14 There shall be no employer-employee relationship between the parties; and the
15 SUB-RECIPIENT shall hold the COUNTY harmless from any and all claims that may be
16 made against the COUNTY based upon any contention by a third party that an employer-
17 employee relationship exists by reason of this Agreement. It is further understood and
18 agreed by the parties that the SUB-RECIPIENT in the performance of this Agreement is
19 subject to the control or direction of the COUNTY merely as to the results to be
20 accomplished and not as to the means and methods for accomplishing the results.

21 27. SUBCONTRACT FOR WORK OR SERVICES. No contract shall be
22 made by the SUB-RECIPIENT with any other party for furnishing any of the work or
23 services under this Agreement without the prior written approval of the COUNTY; but this
24 provision shall not require the approval of contracts of employment between the SUB-
25 RECIPIENT and personnel assigned under this Agreement, or for parties named in the
26 proposal and agreed to under this Agreement.

27 28. INSURANCE. Without limiting or diminishing the SUB-RECIPIENT'S
28 obligation to indemnify or hold the COUNTY harmless, the SUB-RECIPIENT shall procure

1 and maintain or cause to be maintained, at its sole cost and expense, the following
2 insurance coverages during the term of this Agreement:

3 28.1 Workers' Compensation

4 If the SUB-RECIPIENT has employees as defined by the State of California, the SUB-
5 RECIPIENT shall maintain statutory Workers' Compensation Insurance (Coverage A) as
6 prescribed by the laws of the State of California. The Policy shall include Employers'
7 Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000
8 per person per accident. The policy shall be endorsed to waive subrogation in favor of
9 the County of Riverside, and, if applicable, to provide a Borrowed Servant/Alternate
10 Employer Endorsement.

11 28.2 Commercial General Liability

12 Commercial General Liability insurance coverage, including but not limited to, premises
13 liability, contractual liability, products and completed operations liability, personal and
14 advertising injury covering claims which may arise from or out of the SUB-RECIPIENT'S
15 performance of its obligations hereunder. The Policy shall name all Agencies, SUB-
16 RECIPIENTs, Special SUB-RECIPIENTs, and Departments of the County of Riverside,
17 their respective directors, officers, Board of Supervisors, employees, elected or appointed
18 officials, agents or representatives as Additional Insureds. The Policy's limit of liability
19 shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance
20 contains a general aggregate limit, it shall apply separately to this agreement or be no
21 less than two (2) times the occurrence limit.

22 28.3 Vehicle Liability

23 If the SUB-RECIPIENT'S vehicles or mobile equipment are used in the performance of
24 the obligations under this Agreement, then the SUB-RECIPIENT shall maintain liability
25 insurance for all owned, non-owned or hired vehicles so used in an amount not less than
26 \$1,000,000 per occurrence combined single limit. If such insurance contains a general
27 aggregate limit, it shall apply separately to this agreement or be no less than two (2) times
28 the occurrence limit. Policy shall name all Agencies, Districts, Special Districts, and

1 Departments of the County of Riverside, their respective directors, officers, Board of
2 Supervisors, employees, elected or appointed officials, agents or representatives as
3 Additional Insureds.

4 28.4 General Insurance Provisions - All lines

5 a) Any insurance carrier providing insurance coverage hereunder shall be
6 admitted to the State of California and have an A M BEST rating of not less than A: VIII
7 (A:8) unless such requirements are waived, in writing, by the COUNTY Risk Manager. If
8 the COUNTY'S Risk Manager waives a requirement for a particular insurer such waiver
9 is only valid for that specific insurer and only for one policy term.

10 b) The SUB-RECIPIENT'S insurance carrier(s) must declare its insurance
11 deductibles or self-insured retentions. If such deductibles or self-insured retentions
12 exceed \$500,000 per occurrence such deductibles and/or retentions shall have the prior
13 written consent of the COUNTY Risk Manager before the commencement of operations
14 under this Agreement. Upon notification of deductibles or self-insured retention's
15 unacceptable to the COUNTY, and at the election of the COUNTY'S Risk Manager, the
16 SUB-RECIPIENT'S carriers shall either; 1) reduce or eliminate such deductibles or self-
17 insured retention's as respects this Agreement with the COUNTY, or 2) procure a bond
18 which guarantees payment of losses and related investigations, claims administration,
19 and defense costs and expenses.

20 c) The SUB-RECIPIENT shall cause the SUB-RECIPIENT'S insurance
21 carrier(s) to furnish the County of Riverside with either 1) a properly executed original
22 Certificate(s) of Insurance and certified original copies of Endorsements effecting
23 coverage as required herein, or 2) if requested to do so orally or in writing by the COUNTY
24 Risk Manager, provide original Certified copies of policies including all Endorsements and
25 all attachments thereto, showing such insurance is in full force and effect. Further, said
26 Certificate(s) and policies of insurance shall contain the covenant of the insurance
27 carrier(s) that thirty (30) days written notice shall be given to the County of Riverside prior
28 to any material modification, cancellation, expiration or reduction in coverage of such

1 insurance. In the event of a material modification, cancellation, expiration, or reduction
2 in coverage, this Agreement shall terminate forthwith, unless the County of Riverside
3 receives, prior to such effective date, another properly executed original Certificate of
4 Insurance and original copies of endorsements or certified original policies, including all
5 endorsements and attachments thereto evidencing coverage's set forth herein and the
6 insurance required herein is in full force and effect. The SUB-RECIPIENT shall not
7 commence operations until the COUNTY has been furnished original Certificate (s) of
8 Insurance and certified original copies of endorsements or policies of insurance including
9 all endorsements and any and all other attachments as required in this Section. An
10 individual authorized by the insurance carrier to do so on its behalf shall sign the original
11 endorsements for each policy and the Certificate of Insurance.

12 d) It is understood and agreed to by the parties hereto and the insurance
13 company(s), that the Certificate(s) of Insurance and policies shall so covenant and shall
14 be construed as primary insurance, and the COUNTY'S insurance and/or deductibles
15 and/or self-insured retention's or self-insured programs shall not be construed as
16 contributory.

17 e) The COUNTY'S Reserved Rights--Insurance. If, during the term of this
18 Agreement or any extension thereof, there is a material change in the scope of services;
19 or, there is a material change in the equipment to be used in the performance of the scope
20 of work (such as the use of aircraft or watercraft) the COUNTY reserves the right to adjust
21 the types of insurance required under this Agreement and the monetary limits of liability
22 for the insurance coverage's currently required herein, if, in the COUNTY Risk Manager's
23 reasonable judgment, the amount or type of insurance carried by SUB-RECIPIENT has
24 become inadequate.

25 f) The SUB-RECIPIENT shall pass down the insurance obligations contained
26 herein to all tiers of subcontractors working under this Agreement.

27 g) The insurance requirements contained in this Agreement may be met with
28 a program(s) of self-insurance acceptable to the COUNTY.

1 29. HOLD HARMLESS AND INDEMNIFICATION. Notwithstanding
2 anything to the contrary provided herein, SUB-RECIPIENT shall indemnify and hold
3 harmless the COUNTY against any liability, claims, losses, demands, and actions
4 incurred by COUNTY as a result of the determination by the DOC, SGC, or its successor
5 that activities undertaken by SUB-RECIPIENT under the program(s) fail to comply with
6 any laws, regulations, or policies applicable thereto or that any funds billed by and
7 disbursed to SUB-RECIPIENT under this Agreement were improperly expended.

8 Without limiting SUB-RECIPIENT'S indemnity and hold harmless obligation set
9 forth in the immediately preceding paragraph of this Section 29, in contemplation of the
10 provisions of Section 895.2 of the California Government Code imposing certain tort
11 liability jointly upon public entities solely by reason of such entities being parties to an
12 agreement as defined by Section 895 of said Code, the parties hereto, as between
13 themselves, pursuant to the authorization contained in Sections 895.4 and 895.6 of said
14 Code, will each assume the full liability imposed upon it, or any of its officers, agents or
15 employees by law for injury caused by negligent or wrongful act or omission occurring in
16 the performance of this Agreement to the same extent that such liability would be imposed
17 in the absence of Section 895.2 of said Code. To achieve the above stated purpose each
18 party indemnifies and holds harmless the other party for any loss, cost or expense that
19 may be imposed upon such other party solely by virtue of said Section 895.2. The
20 provisions of Section 2778 of the California Civil Code are made a part hereof as if fully
21 set forth herein.

22 30. TERMINATION.

- 23 a. SUB-RECIPIENT. SUB-RECIPIENT may terminate this
24 Agreement consistent with requirements of the TCC program.
25 b. COUNTY. COUNTY may suspend or terminate this
26 Agreement upon written notice to SUB-RECIPIENT of the
27 action being taken and the reason for such action:
28

- (1) In the event SUB-RECIPIENT fails to perform the covenants herein contained at such times and in such manner as provided in this Agreement after the applicable notice and cure provision hereof; or
- (2) In the event there is a conflict with any federal, state or local law, ordinance, regulation or rule rendering any of the provisions of this Agreement invalid or untenable; or
- (3) In the event the funding from the DOC or SGC referred to in Section 1 above is terminated or otherwise becomes unavailable.

c. Notwithstanding anything to the contrary contained herein, this Agreement may be terminated or funding suspended in whole or in part for cause in accordance with the TCC program. Cause shall be based on the failure of SUB-RECIPIENT to materially comply with either the terms or conditions of this Agreement after the applicable notice and cure provision hereof. Upon suspension of funding, SUB-RECIPIENT agrees not to incur any costs related thereto, or connected with, any area of conflict from which COUNTY has determined that suspension of funds is necessary. The award may be terminated for convenience in accordance with the TCC program.

d. Upon termination of this Agreement, SUB-RECIPIENT shall transfer to COUNTY any Sub-Grant Funds on hand at the time of termination of the Agreement as well as any accounts receivable held by SUB-RECIPIENT which are attributable to

1 the use of Sub-Grant Funds awarded pursuant to this
2 Agreement.

3 31. ENTIRE AGREEMENT. It is expressly agreed that this Agreement
4 embodies the entire agreement of the parties in relation to the subject matter hereof, and
5 that no other agreement or understanding, verbal or otherwise, relative to this subject
6 matter, exists between the parties at the time of execution.

7 32. SEVERABILITY. Each paragraph and provision of this Agreement
8 is severable from each other provision, and if any provision or part thereof is declared
9 invalid, the remaining provisions shall nevertheless remain in full force and effect.

10 33. MINISTERIAL ACTS. On behalf of the COUNTY, the Assistant
11 County Executive Officer/ECD, or designee(s), are authorized to take such ministerial
12 actions as may be necessary or appropriate to implement the terms, provisions, and
13 conditions of this Agreement as it may be amended from time to time by COUNTY. On
14 behalf of the SUB-RECIPIENT, the Community Development Director, or designee(s),
15 are authorized to take such ministerial actions as may be necessary or appropriate to
16 implement the terms, provisions, and conditions of this Agreement as it may be amended
17 from time to time by SUB-RECIPIENT.

18 34. MODIFICATION OF AGREEMENT. COUNTY or SUB-RECIPIENT
19 may consider it in its best interest to change, modify or extend a term or condition of this
20 Agreement. Any such change, extension or modification, which is mutually agreed upon
21 by COUNTY and SUB-RECIPIENT shall be incorporated in written amendments to this
22 Agreement. Such amendments shall not invalidate this Agreement, nor relieve or release
23 COUNTY or SUB-RECIPIENT from any obligations under this Agreement, except for
24 those parts thereby amended. No amendment to this Agreement shall be effective and
25 binding upon the parties, unless it expressly makes reference to this Agreement, is in
26 writing and is signed and acknowledged by duly authorized representatives of all parties.

27 35. AUTHORITY. The individuals executing this Agreement and the
28 instruments referenced herein on behalf of the SUB-RECIPIENT each represent and

1 warrant that they have the legal power, right and actual authority to bind the SUB-
2 RECIPIENT to the terms and conditions hereof and thereof.

3 36. NOTICES. All notices, requests, demands and other communication
4 required or desired to be served by either party upon the other shall be addressed to the
5 respective parties as set forth below or the such other addresses as from time to time
6 shall be designated by the respective parties and shall be sufficient if sent by United
7 States first class, certified mail, postage prepaid, or express delivery service with a receipt
8 showing the date of delivery:

<u>COUNTY</u>	<u>SUB-RECIPIENT</u>
County of Riverside	City of Riverside
Economic Development Agency	3900 Main St
3403 10 th St., Suite 300	Riverside, CA 92522
Riverside, CA 92501	Att: Community Development Director
Att: Deputy Director of ED	

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13 37. COUNTERPARTS. This Agreement may be signed by the different
14 parties hereto in counterparts, each of which shall be an original but all of which together
15 shall constitute one and the same agreement.

16 38. EFFECTIVE DATE. The effective date of this Agreement is the date
17 the parties execute this Agreement. If the parties execute this Agreement on more than
18 one date, then the last date this Agreement is executed by a party shall be the effective
19 date.

20 39. GENERAL.

21 a. The SUB-RECIPIENT shall not delegate or assign any interest
22 in this Agreement, whether by operation of law or otherwise,
23 without the prior written consent of COUNTY. Any assignment
24 or purported assignment of this Agreement by SUB-RECIPIENT
25 without the prior written consent of COUNTY will be deemed void
26 and of no force or effect.

27 b. Any waiver by the COUNTY of any breach of any one or more of
28 the terms of this Agreement shall not be construed to be a waiver

1 of any subsequent or other breach of the same or of any other
2 term of this Agreement. Failure on the part of the COUNTY to
3 require exact, full and complete compliance with any terms of
4 this Agreement shall not be construed as in any manner
5 changing the terms or preventing the COUNTY from
6 enforcement of the terms of this Agreement.

7 c. In the event the SUB-RECIPIENT receives payment under this
8 Agreement which is later disallowed by the COUNTY for
9 nonconformance with the terms of the Agreement, the SUB-
10 RECIPIENT shall promptly refund the disallowed amount to the
11 COUNTY on request; or at its option the COUNTY may offset
12 the amount disallowed from any payment due to the SUB-
13 RECIPIENT.

14 d. The SUB-RECIPIENT shall not provide partial delivery or
15 shipment of services or products unless specifically stated in the
16 Agreement.

17 e. The SUB-RECIPIENT shall comply with all applicable Federal,
18 State and local laws and regulations. The SUB-RECIPIENT will
19 comply with all applicable COUNTY policies and procedures. In
20 the event that there is a conflict between the various laws or
21 regulations that may apply, the SUB-RECIPIENT shall comply
22 with the more restrictive law or regulation.

23 f. The SUB-RECIPIENT shall comply with all requirements of the
24 Occupational Safety and Health Administration (OSHA)
25 standards and SUB-RECIPIENT as set forth by the U.S.
26 Department of Labor and the State of California (Cal/OSHA).

27 g. This Agreement shall be governed by the laws of the State of
28 California. Any legal action related to the performance or

1 interpretation of this Agreement shall be filed only in the Superior
2 Court of the State of California located in Riverside, California,
3 and the parties waive any provision of law providing for a change
4 of venue to another location. In the event any provision in this
5 Agreement is held by a court of competent jurisdiction to be
6 invalid, void, or unenforceable, the remaining provisions will
7 nevertheless continue in full force without being impaired or
8 invalidated in any way.

9 h. This Agreement, including any attachments or exhibits,
10 constitutes the entire Agreement of the parties with respect to its
11 subject matter and supersedes all prior and contemporaneous
12 representations, proposals, discussions and communications,
13 whether oral or in writing. This Agreement may be changed or
14 modified only by a written amendment signed by authorized
15 representatives of both parties. No oral understanding or
16 agreement not incorporated herein shall be binding on any of the
17 parties hereto.

18 i. If any project produces patentable items, patent rights,
19 processes or inventions in the course of work under this
20 Agreement or the TCC Grant Agreement, the SUB-RECIPIENT
21 shall report the fact promptly and fully to the COUNTY. The
22 COUNTY shall report the fact to the DOC. Unless there is a prior
23 agreement between the COUNTY and the DOC or its
24 representative on these matters, DOC shall determine whether
25 to seek protection on the invention or discovery. DOC or its
26 representative shall determine how the rights in the invention or
27 discovery, including rights under any patent issued thereon, will
28 be allocated and administered in order to protect the public

1 interest consistent with the following Patent Policy found at 29
2 CFR 95.36 and 29 CFR 97.34.

3 j. Unless otherwise provided in terms of this Agreement or the
4 TCC Grant Agreement, when copyrighted material is developed
5 in the course of or under this Agreement, the author and the
6 COUNTY which developed the work are free to copyright
7 material or to permit others to do so. The COUNTY shall have
8 a royalty-free, non-exclusive and irrevocable license to produce,
9 publish, and use and to authorize other to use all copyrighted
10 material.

11 k. All original reports, preliminary findings, or data assembled or
12 compiled by SUB-RECIPIENT under this Agreement become
13 the property of the COUNTY. The COUNTY reserves the right
14 to authorize others to use or reproduce such materials.
15 Therefore, such materials may not be circulated in whole or in
16 part, nor released to the public, without the direct authorization
17 of the COUNTY.

18 l. Any waiver by COUNTY of any breach of any one or more of the
19 terms of this Agreement shall not be construed to be a waiver of
20 any subsequent or other breach of the same or of any other term
21 thereof. Failure on the part of the COUNTY to require exact, full
22 and complete compliance with any terms of this Agreement shall
23 not be construed as in any manner changing the terms hereof or
24 stopping COUNTY from enforcement hereof.

25 m. Should the SUB-RECIPIENT fail to perform the services as
26 outlined in **Exhibit B**, the COUNTY and the SUB-RECIPIENT
27 will meet and confer to modify the Sub-Recipient TCC Planning
28 Activities and compensation arrangements.

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- n. SUB-RECIPIENT represents and warrants that SUB-RECIPIENT is registered to do business in the State of California with the California Secretary of State.
- o. All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth in Section 36 above and are deemed submitted one (1) day after their deposit in the United States Mail, postage prepaid.

[Remainder of Page Intentionally Blank]

[Signatures on Following Page]

1 **IN WITNESS WHEREOF**, COUNTY and SUB-RECIPIENT have executed this
2 Agreement as of the dates set forth below.

3
4 COUNTY:
5 COUNTY OF RIVERSIDE, a political
6 subdivision of the State of California, by
7 and through its Economic Development
8 Agency

SUB-RECIPIENT:
CITY OF RIVERSIDE, a California
charter city and municipal corporation

8 By: _____
9 Robert Field,
10 Assistant County Executive
11 Officer/ECD

By: _____

Name: _____

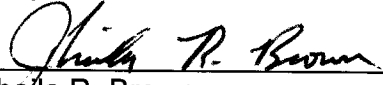
11 Date: _____

Its: _____

Date: _____

13 APPROVED AS TO FORM:
14 COUNTY COUNSEL
15 Gregory P. Priamos

ATTEST
CITY CLERK

16 By: 
17 Jhalla R. Brown,
18 Deputy County Counsel

By: _____

APPROVED AS TO FORM
CITY ATTORNEY

BY: _____

EXHIBIT A

TCC GRANT AGREEMENT

(behind this page)

State of California - The Natural Resources Agency
DEPARTMENT OF CONSERVATION

GRANT AGREEMENT

GRANTEE: County of Riverside

PROGRAM: Transformative Climate Communities Program

GRANT NUMBER: 3018-707

AM. NO.:

MAXIMUM AMOUNT OF THIS GRANT: \$170,000.00

The Department and the Grantee hereby agree to the following:

1. This Grant Agreement specifies the terms and conditions for a Transformative Climate Communities Program Planning Grant, awarded by the Strategic Growth Council on January 29, 2018. This grant has been awarded as a result of an application received in response to the TCC Program Grant Guidelines & Request for Grant Applications, as approved for release on August 23, 2017 and amended on October 23, 2017.
2. The purpose of this Grant Agreement is to provide funding from Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, to the County of Riverside for "Green Light Riverside".
3. This Grant Agreement shall be conducted in accordance with the Terms and Conditions and Attachment A (Work Plan and Budget), Attachment B (Reporting Templates) and Attachment C (Invoicing Templates) which are attached and incorporated herein as well.
4. The term of the Grant Agreement is one (1) year, unless otherwise terminated, or amended to extend the grant term. The grant term will commence the day both Parties have signed the Grant Agreement. Only approved expenses incurred during this Grant Agreement term in accordance with the Grant Agreement and Attachment A (Work Plan and Budget) will be reimbursable.
5. The amount of this Grant Agreement shall not exceed \$170,000.

STATE OF CALIFORNIA
DEPARTMENT OF CONSERVATION

County of Riverside

GRANTEE

AUTHORIZED SIGNATURE

DATE

AUTHORIZED SIGNATURE

DATE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

FORM APPROVED COUNTY COUNSEL

BY: Jhaila R. Brown 6/13/18
JHAILA R. BROWN DATE

State of California - The Natural Resources Agency
DEPARTMENT OF CONSERVATION

GRANT AGREEMENT

GRANTEE: County of Riverside

PROGRAM:
Transformative Climate Communities Program

GRANT NUMBER:
3018-707

AM. NO.:

MAXIMUM AMOUNT OF THIS GRANT: \$170,000.00

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3. This Grant Agreement shall be conducted in accordance with the Terms and Conditions and Attachment A (Work Plan and Budget), Attachment B (Reporting Templates) and Attachment C (Invoicing Templates) which are attached and incorporated herein as well.
4. The term of the Grant Agreement is one (1) year, unless otherwise terminated, or amended to extend the grant term. The grant term will commence the day both Parties have signed the Grant Agreement. Only approved expenses incurred during this Grant Agreement term in accordance with the Grant Agreement and Attachment A (Work Plan and Budget) will be reimbursable.
5. The amount of this Grant Agreement shall not exceed \$170,000.

STATE OF CALIFORNIA
DEPARTMENT OF CONSERVATION

County of Riverside

GRANTEE

AUTHORIZED SIGNATURE

DATE

AUTHORIZED SIGNATURE

DATE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

FORM APPROVED COUNTY COUNSEL

BY: Jhila R. Brown 6/13/18
JHILA R. BROWN DATE

GRANTEE DEPARTMENT OF CONSERVATION CONTROLLER

California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant
County of Riverside
Grant Number: 3018-707
Fiscal Year Allocation: 2016-2017

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California Department of Conservation – Division of Land Resource Protection
Strategic Growth Council – Transformative Climate Communities Program Planning Grant
County of Riverside
Grant Number: 3018-707
Fiscal Year Allocation: 2016-2017

TERMS AND CONDITIONS

1. Authority and Scope of Grant Agreement.

The authorization for this Grant Agreement is the Transformative Climate Communities Program (“TCC Program”) statute (Public Resources Code, Sections 75240 – 75243) and the TCC Program Guidelines (“Guidelines”), as approved for release on August 23, 2017 and amended on October 23, 2017, and the Strategic Growth Council’s (“SGC”) approval of this project (“Project”) on January 29, 2018.

Pursuant to the above authorization, the Department of Conservation (“Department”), acting on behalf of the SGC, hereby grants to the County of Riverside (“Grantee”) a sum not to exceed one-hundred and seventy thousand dollars (\$170,000), upon and subject to the terms of this Grant Agreement and consistent with the terms of the Guidelines.

As awarded, this Grant Agreement is between the Department and the County of Riverside. The Department and Grantee are collectively referred to as “Parties.” “Co-applicants” identified in the TCC application process are referred to as “Partners”, but are not parties to this Grant Agreement.

The Guidelines and attachments are included in and made a part of this Grant Agreement.

2. Purpose of Grant.

The purpose of this grant is to provide funds for a Planning Grant from Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, to help local jurisdictions develop strategies to reduce carbon emissions, improve air quality, and build resiliency in the face of a changing climate, with a focus on low-income and disadvantaged communities.

3. Grant Term.

The term of the Grant Agreement is one (1) year, unless otherwise terminated, or amended to extend the grant term. The grant term will commence the day both Parties have signed the Grant Agreement. The Department will notify the Grantee and Partners when work may proceed.

The Department has entered into a Grant Agreement with the County of Riverside to provide Planning Grant funding for the Grantee to complete all planning activities and to meet all deliverables based on the budget and timeline specified in the Work Plan and Budget (Attachment A) set forth in this Grant Agreement.

To ensure reimbursement of all eligible costs incurred during the term and specified in this Grant Agreement, the Grantee must submit all required reports, invoices and documentation by required dates specified in the Reporting Requirements and Invoice Preparation sections of this Grant Agreement. The Grantee’s obligations under this Grant Agreement shall be deemed discharged only upon acceptance and approval of the Final Report by the SGC.

4. Authorized Signatories.

The Department Director or designee is authorized to sign this Grant Agreement and related documents on behalf of the Department. The Department will notify the Grantee of the day-to-day point of contact (“TCC Grant Manager”) once the grant is executed.

At the time of grant execution, the Grantee must submit a letter that identifies the individual who is authorized to sign this Grant Agreement and Project deliverables and related documents on behalf of the Grantee. The letter must also identify any additional Authorized Designees as well as the day-to-day Grant Manager.

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In the event that the Authorized Signatory or Authorized Designee is unable to sign a deliverable or related document on behalf of the Grantee, the Grantee shall submit an updated letter signed by the Authorized Signatory designating another individual to sign in their place. If the Authorized Signatory or Authorized Designee are funded through this Grant Agreement, another individual employed by the Grantee must be designated to sign the invoices.

Grantees must keep Authorized Signatory letters up to date and submit changes through email to the Department within seven (7) working days of the change. Authorized Signatory letters will be kept on file with the Department for up to three (3) years after the final invoice has been paid and one (1) year following an audit.

5. Document Submission.

All correspondence and documents submitted through email must contain the Grant Agreement Number and the Grantee's Name in the subject line.

6. Reporting Requirements.

The Grantee is required to monitor and review all work performed to meet scheduled deliverables, provide Quarterly Progress Reports and a Final Report, and ensure the Project is completed on schedule and in accordance with this Grant Agreement. Reporting templates are Attachment B to this Grant Agreement.

A. General Requirements

- i. All reports must be completed using the attached templates.
- ii. All reports must be submitted through email by 5:00 p.m. on the due date.
- iii. All reports must be signed by the Authorized Signatory or Authorized Designee on file with the Department.
- iv. Reports that do not meet the reporting requirements specified within this Grant Agreement may result in a delay in release of funds.

B. Reporting Calendar Schedule

- i. Reports must be submitted to the Department by the required due dates:

Report	Reporting Period	Due Date
1 st Quarter Progress Report	July 1 – Sept 30	October 30
2 nd Quarter Progress Report	Oct 1 – Dec 31	January 30
3 rd Quarter Progress Report	Jan 1 – Mar 31	April 30
4 th Quarter Progress Report	Apr 1 – June 30	July 30
Final Report Package	Start date – End date	Within 60 days of Project Completion

- ii. The reporting period will begin on the start date of the Grant Agreement. When the report submission due date falls on a weekend or state-recognized holiday, reports will be due on the first working day that follows.

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- iii. The Final Report Package must include the final invoice, last Quarterly Progress Report, and Final Report.
- C. Quarterly Progress Reports
- i. Quarterly Progress Reports must be completed using the attached Quarterly Progress Report template.
 - ii. Quarterly Progress Reports describe the progress of activities performed, challenges and opportunities encountered, anticipated modifications, and milestones and deliverables achieved during the period for reimbursement, to ensure the Project stays on schedule for completion as specified in the Work Plan and Budget.
 - iii. If the grant term is extended, subsequent quarterly reports will be submitted based on the Reporting Calendar Schedule.
- D. Final Report
- i. The Final Report must provide all information described in the Final Report template.
 - ii. The Final Report must document the Project's outcomes, summarize all tasks and deliverables and expenditure of funds, and discuss planned next steps for related activities beyond the grant term. It will attach and incorporate all work-products generated by these funds, including final deliverables produced by the Grantee.
 - iii. To the extent appropriate, the Grantee's Board of Directors or Board of Supervisors, or other Authoritative Board or Body, shall adopt and certify as accurate the Final Report prior to its submission to the Department.
- E. The Department, the SGC and/or a third-party retained by the state may verify reports through methods that include but are not limited to: supporting documentation, site visits, conference calls or video conferencing.
- 7. Payment.**
- A. Advanced payments are not permitted under this Grant Agreement. Payments shall be made to the Grantee no more than quarterly in arrears and on a reimbursement basis.
- B. The Grantee must submit all required documents (e.g. Invoice, Quarterly Progress Reports, Final Report, supporting documentation, and deliverables) to the Department by the required due dates.
- C. Payments will be made only upon evidence of satisfactory progress (e.g. activities reaching milestones, tasks completed, deliverables achieved, etc.) as determined by the Department. Failure to comply with reporting and invoicing requirements may result in non-payment or delayed payment of invoice(s).
- i. In the last quarter, the Final Report will also be reviewed by the SGC. The Grantee's obligations under this Grant Agreement shall be deemed discharged only upon acceptance and approval of the Final Report by the SGC.
- D. The Grantee may only request reimbursement for eligible direct and administrative costs incurred during the term of the Grant Agreement period. Any work performed prior to the start date of the Grant Agreement will not be reimbursed. Under no circumstances shall the Grantee seek reimbursement for any indirect costs or any cost that has been, or will be, paid through another funding source.
- i. Direct Costs: Direct costs may include, but are not limited to: personnel, supplies, or travel expenses directly tied to the implementation of the grant.

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- a. Travel costs: Eligible travel costs will be reimbursed at the lowest rate stated in the CalHR Travel Rules and Policy Memos (<http://www.calhr.ca.gov/state-hr-professionals/Pages/bargaining-contracts.aspx>). Incidentals and out of state travel are not reimbursable costs and will not be reimbursed.
 - ii. Administrative Costs: include, but are not limited to staff salaries and benefits, supplies, and other resources used to administer the grant. "Administration of the grant" is not limited to: activities required for coordinating the Grantee/Partner relationship, reporting, invoicing, etc.
 - iii. Indirect Costs: Indirect costs are not eligible for reimbursement. Indirect costs are defined as expenses of doing business that are of a general nature and are incurred to benefit at least two or more functions within an organization. These costs are not directly tied to the grant but are necessary for the general operation of the organization. Examples of indirect costs may include, but are not limited to: salaries and benefits of employees not directly assigned to a Project, but providing general support services such as personnel, business services, information technology, janitorial, and overhead such as rent, utilities, supplies, etc.
- E. The Grantee must include all supporting documents (e.g. receipts, purchase orders, timesheets, Partner and subcontractor invoices and supporting documentation, etc.) required for payment.
- F. The Department will withhold from payment ten percent (10%) of each invoice submitted for reimbursement. Once the state has determined the Grantee has fulfilled the terms of the Grant Agreement, the 10% will be released as final payment.
- G. If the state determines that any invoiced and paid amounts exceed the actual allowable costs, the Grantee will repay the amounts to the state within thirty (30) days of request or as otherwise agreed by the state and Grantee. If the state does not receive such repayments, it will be entitled to take actions such as withholding further payments to the Grantee and seeking repayment from the Grantee.
- 8. Invoice Preparation.**
- A. Each invoice must be submitted on the Grantee's official letterhead using the Invoice templates (Attachment C).
 - B. Each invoice must be accompanied by a complete and accurate Quarterly Progress Report, as well as copies of supporting documentation for costs.
 - C. The final invoice must be accompanied by both the Final Report and last Quarterly Progress Report. The amount requested for reimbursement in the final invoice should include a request for reimbursement of the retention withheld throughout the grant term.
 - D. Invoices must be signed by the Authorized Signatory or Authorized Designee on file with the Department certifying that the expenditures are for actual costs for the activities/tasks performed under this Grant Agreement.
 - E. Grantees must email a signed invoice with copies of supporting documentation to the Department. The email must clearly indicate the intent to submit the document and evidence that it was deliberately signed by the Authorized Signatory or Authorized Designee.

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- F. Supporting Documentation
- i. The Grantee must submit the following documentation, as relevant, for each itemized cost: copies of proof of purchase receipts, sufficiently detailed subcontractor's invoices, rental agreements, activity logs, timesheets, or canceled check(s). These items must contain sufficient information to establish that the specific service was rendered or purchase was made. Original supporting documentation is not required and should be retained by the Grantee:
 - a. Expenses should be broken out at the task level and should represent actual costs incurred.
 - b. Travel should be broken out separately.
 - c. Supporting documentation should be submitted for all work completed.
 - d. Supporting documentation should be clearly labeled by task or travel.
 - ii. Records documenting time spent performing the work shall identify the individual, the date on which the work was performed, the specific grant-related activities or objectives to which the individual's time was devoted, the hourly rate, and the amount of time spent.
 - iii. All records must reflect the actual time or money spent, rather than that which was planned or budgeted.
- G. Invoices that do not meet the requirements of this Grant Agreement, are incomplete, or have inaccuracies, will be returned to the Grantee for resubmittal within ten (10) working days with an explanation of why it was not approved.
- H. If it is determined that the Grantee submitted false or materially inaccurate invoices, supporting document or components of the application, the SGC or Department may impose any and all available remedies, including reimbursement of already disbursed payments, grant termination, and/or Grantee's debarment from future grant opportunities administered by the state.

9. Modifications and Amendments to the Grant Agreement.

Any modification or amendment request must be within the intent of the TCC Program. Due to the competitive nature of the process that resulted in the selection of this Project for funding, any requests to increase the overall grant amount or significantly alter the Project will not be approved. All requests must explain the purpose of the request, how the request is consistent with the Guidelines, and the effect of not approving the request. Modifications and amendments to the Grant Agreement will be considered at the sole discretion of the state.

- A. Modifications: Requests for modifications must be submitted in writing at least thirty (30) days prior to when the modification is needed. Modifications are minor changes to the Grant Agreement, which include but are not limited to changes in the:
- i. Work Plan and Budget
 - a. Reallocating less than ten percent (10%) of the total grant award between tasks
 - b. Adjusting deliverable due dates within the grant term
- B. Amendments: Material changes to the Grant Agreement will require an amendment. Requests for amendments must be submitted in writing at least three (3) months prior to the end of the grant term. Examples of actions that would require an amendment to the Grant Agreement include but are not limited to changes in the:
- i. Work Plan and Budget
 - a. Reallocating more than ten percent (10%) of the total grant award between tasks
 - b. Elimination or alteration of tasks
 - c. Change in Partners
 - ii. Grant term: Extending the grant term. Due to the availability of funding, under no circumstances may the amended grant term extend beyond January 31, 2021.

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- C. This Grant Agreement may only be modified or amended upon written mutual agreement of the Parties. No oral understanding or agreement not incorporated by writing in this Grant Agreement shall be binding on any of the Parties. The Grantee must request and obtain prior written approval before any modification or amendment of this Grant Agreement is valid.

10. Early Termination.

Both the Grantee and the Department have the right to terminate this Grant Agreement at any time upon thirty (30) days written notice. The notice shall specify the reason for early termination and may permit the Grantee or the Department to rectify any deficiency(ies) prior to the early termination date. The Grantee will submit any requested documents to the Department within thirty (30) days of the early termination notice.

11. Disputes.

If a dispute regarding this Grant Agreement arises that cannot be resolved by the TCC Grant Manager, the TCC Program Manager, or the Director of the Division of Land Resource Protection, then the Grantee shall submit a written dispute statement to the Director of the Department that shall be labeled "written dispute statement" and contain a concise statement of the substance of the dispute, along with any supporting documentation including, but not limited to, invoices, time sheets, or photos. The state will respond to written dispute statements within thirty (30) days of receipt.

In the event of a dispute, the language contained in this Grant Agreement shall prevail over any other language, including that contained in the grant application. The Grantee shall continue with the responsibilities and obligations under the terms of this Grant Agreement during any dispute.

12. Stop Work Orders.

In the event that it is determined at the sole discretion of the state that the Grantee is not meeting the terms and conditions of the Grant Agreement, immediately upon receiving a written notice from the Department or the SGC to stop work, the Grantee shall cease all work under this Grant Agreement. The state has the sole discretion to determine that the Grantee meets the terms and conditions after a stop work order, and to deliver a written notice to the Grantee to resume work under this Grant Agreement.

13. Accounting Records and Audits.

- A. The Grantee must establish a separate ledger account for receipts and expenditures of grant funds and maintain expenditure details in accordance with the attached Work Plan and Budget. Separate bank accounts are not required.
- B. The Grantee shall maintain documentation of its normal procurement policy and competitive bid process (including the use of sole source purchasing), financial records of expenditures incurred during the course of the Project in accordance with generally accepted accounting principles, including matching funds that may be required.
- C. The Grantee agrees that the state or designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant Agreement.
- D. The Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated.
- E. The Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records.

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- F. Partners and subcontractors employed by the Grantee and paid with moneys under the terms of this Grant Agreement shall be responsible for maintaining accounting records as specified above.
- G. The Grantee agrees to include a similar right of the state to audit records and interview staff in any subcontract related to performance of this Grant Agreement.

14. Publicity.

The Grantee agrees that it will acknowledge the SGC's support whenever activities or Projects funded, in whole or in part, by this Grant Agreement are publicized in any news media, brochures, articles, seminars, websites, or other type of promotional material. The Grantee shall also include in any publication resulting from work performed under this grant an acknowledgment substantially as follows:

"The work upon which this publication is based was funded in whole or in part through a grant awarded by the California Strategic Growth Council."

Media: The Grantee is required to identify a point of contact for all press inquiries and communications needs related to the Project and provide the name, phone number and email address of this individual to the SGC. All press releases must be approved by the SGC Communications Office prior to distribution and the SGC must be alerted and invited to participate in any and all press conferences related to the grant.

Social media: The Grantee is encouraged to use social media to inform and share with the public activities under this Grant Agreement. Furthermore, @CalSGC should be tagged on all posts related to activities under this Grant Agreement. Use of the hashtags #TCCPlanning and #CommunityLedTransformation is also encouraged.

15. Severability.

In the event that any provision of this Grant Agreement is unenforceable or held to be unenforceable, the Parties agree that all other provisions of this Grant Agreement have force and effect, and shall not be affected thereby.

16. General Compliance.

By signing this Grant Agreement, the Grantee certifies that it shall comply fully with all applicable federal, state and local laws, ordinances, regulations and permits and shall secure any new permits required by authorities having jurisdiction over the Project(s), and maintain all presently required permits. The Grantee shall ensure that any applicable requirements of the California Environmental Quality Act are met in order to carry out the terms of this Grant Agreement.

Additionally, the Grantee certifies that it is not and shall not be:

- A. In violation of any order or resolution not subject to review promulgated by the California Air Resources Board or an air pollution control district;
- B. Subject to a cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or
- C. Finally determined to be in violation of provisions of federal law relating to air or water pollution.

17. Liability Indemnification and Waiver.

The indemnification obligations shall survive the termination of this Grant Agreement. The Grantee agrees to indemnify, defend (with counsel reasonably approved by the state) and hold harmless the Department, the SGC,

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the California Natural Resources Agency (“CNRA”), its employees, officers or agents from and against any and all claims, injury, damages, liability, loss or attorneys’ fees arising out of or in connection with the subject matter, terms or performance of this Grant Agreement, and from any suit, proceeding or challenge against the Department, the SGC, CNRA and their employees, officers or agents by a third-party alleging that by virtue of the terms of this Grant Agreement, the Department, the SGC, CNRA and their employees, officers or agents have done any wrongful act or breached any representation, whether based on a claim in contract, tort or otherwise.

18. Grantee Independence/Not an Agent of the State.

The Grantee, and the agents and employees of Grantee, in the performance of this Grant Agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California.

19. Assignment.

Without the advance written consent of the Department, this Grant Agreement is not assignable by Grantee either in whole or in part.

20. Grantee’s Staff, Partners, and Subcontractors.

The state’s contractual relationship is with the Grantee, and not any of their Partners or subcontractors. The Grantee is entitled to make use of its own staff, Partners, and subcontractors, as identified in the Work Plan and Budget, and will comply with its own competitive bidding and sole sourcing requirements for subcontracts that arise out of or in connection with this Grant Agreement. The Grantee shall manage, monitor, and accept responsibility for the performance of its own staff, Partners, and subcontractors, and will conduct Project activities and services consistent with professional standards for the industry and type of work being performed under this Grant Agreement. Any request to add or modify Partners requires a formal amendment to the Grant Agreement. Any request to add or modify subcontractors requires documentation that the proposed subcontractor was selected in compliance with the subcontractor procurement processes of the Grantee, contracting Partner, or other applicable parties. Refer to section 10, Modifications and Amendments to the Grant Agreement.

Nothing contained in this Grant Agreement or otherwise shall create any contractual relation between the Department and any Partners or subcontractors, and no subcontract shall relieve the Grantee of its responsibilities and obligations under the terms of this Grant Agreement. The Grantee agrees to be fully responsible to the Department for the acts and omissions of its Partners, subcontractors, and of persons either directly or indirectly employed by them. The Grantee’s obligation to pay its Partners and subcontractors is an independent obligation from the Department’s obligation to make payments to the Grantee.

21. No Third Party Beneficiaries.

This Grant Agreement is not intended for the benefit of any person or entity other than the Parties, and no one other than the Parties themselves may enforce any of the rights or obligations created by this Grant Agreement.

22. Expatriate Corporations.

Grantee hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

23. Insurance Requirements for Term of Grant Agreement.

A Grantee that is a governmental organization may provide evidence of self-insurance to satisfy this requirement.

If Grantee is not a governmental organization or is unable to provide evidence of self-insurance, then the following are the insurance requirements:

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- A. The Grantee shall obtain and keep in force for the term of this Grant Agreement the following insurance policies that cover any acts or omissions of the Grantee, its subcontractors or its employees engaged in the provision of service specified in this Grant Agreement:
- i. Worker's Compensation Insurance in an amount of not less than \$1,000,000 in accordance with the statutory requirement of the State of California. (Cal. Lab. Code § 3700 et seq.)
 - ii. Commercial general liability insurance in an amount of not less than \$1,000,000 per occurrence for bodily injury and property damage combined.
 - iii. Motor vehicle liability with limits not less than the amounts below combined single limit per accident. Such insurance shall cover liability arising out of a motor vehicle including owned, hired, and non-owned motor vehicles.
 - a. 7 or fewer passengers: \$1,000,000
 - b. 8-15 passengers: \$1,500,000
 - c. 16+ passengers: \$5,000,000
- B. The Grantee shall name the State of California, its officers, agents, employees and servants as additional insured parties for the commercial general liability and automobile liability insurance but only with respect to work performed under the contract and is responsible for guaranteeing that a copy of each Certificate of Insurance is submitted to the Department within thirty (30) days of the Grant Agreement signature. The Grantee will include the Grant Number on the submitted Certificate of Insurance.
- C. The Grantee shall notify the Department prior to any insurance policy cancellation or substantial change of policy.

24. Americans with Disabilities Act.

Grantee certifies to the Department that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

25. Union Organizing.

By signing this Grant Agreement, the Grantee hereby acknowledges the applicability of Government Code Sections 16645, 16645.2, 16645.8, 16646, 16647, and 16648 to this Grant Agreement and hereby certifies that:

- A. No grant funds disbursed by this grant will be used to assist, promote, or deter union organizing by employees performing work under this Grant Agreement.
- B. If the Grantee makes expenditures to assist, promote, or deter union organizing, the Grantee will maintain records sufficient to show that no state funds were used for those expenditures, and the Grantee shall provide those records to the Attorney General upon request.

26. Nondiscrimination Clause.

During the performance of this Grant Agreement, the Grantee and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any person on the basis 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, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully 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, sexual orientation, or military and veteran status.

The Grantee and its subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and subcontractors shall

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comply with the provisions of the Fair Employment and Housing Act (Gov. Code, § 12990 et seq.) and the applicable regulations promulgated there under (Cal. Code Regs., title 2, § 11005 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 of Title 2 of the California Code of Regulations, are incorporated into this Grant Agreement by reference and made a part hereof as if set forth in full. Grantee and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other grant agreement.

The Grantee shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform services under this Grant Agreement.

27. Drug-Free Workplace Requirements.

Grantee certifies to the Department that it will provide a drug-free workplace by taking the following actions:

- A. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the organization's workplace and specifying the actions that will be taken against employees for violations of the prohibition.
- B. Establish a drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The organization's policy of maintaining a drug-free workplace;
 - iii. Any available counseling, rehabilitation and employee assistance programs; and,
 - iv. Penalties that may be imposed upon employees for drug abuse violations.
- C. Every employee who works on the proposed Grant Agreement will:
 - i. Receive a copy of the company's drug-free workplace policy statement; and,
 - ii. Agree to abide by the terms of the company's statement as a condition of employment on the Grant Agreement.

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**ATTACHMENT A
WORK PLAN AND BUDGET**

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Project Name: Green Light Riverside

High Level Activities/Milestones	Responsible Parties (ex: Grantee, Partner, Subcontractor, etc.)	Timeline (Start and End Date)	Total Requested Grant Funds
<p>TASK 1: Fiscal Management</p> <p>Subtask A: Fiscal Management</p> <ul style="list-style-type: none"> • Task A1: Set-up of accounting receivables and expense accounts. • Task A2: Accounting related to draws/billings. • Task A3: Accounting related to quarterly reporting • Task A4: Identify and obtain leverage funding <p>Deliverables: Accounting system set-up; timely billings; timely quarterly reports.</p>	<p>Subtask A: City of Riverside</p>	<p>Subtask A: July 2018 to June 31, 2019</p>	<p>\$21,412</p> <p>\$21,412</p>
<p>TASK 2: Community Engagement</p> <p>Subtask A: Select Transformative Climate Community Outcome(s)</p> <ul style="list-style-type: none"> • Task A1: Identify new and existing groups motivated to contribute to key planning activities • Task A2: Provide menu of transformative climate 	<p>Subtask A: City of Riverside Subtask B: City of Riverside Subtask C: City of Riverside Subtask D: City of Riverside</p>	<p>Travel</p> <p>Subtask A: July 2018 to June 30, 2019 Subtask B: September 1, 2018 to June 30, 2019 Subtask C: January 1, 2019 to June 30, 2019 Subtask D: September 1, 2018 to June 30, 2019</p>	<p>N/A</p> <p>\$59,113</p> <p>\$55,685</p>

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<p>community outcomes for new and existing groups</p> <ul style="list-style-type: none"> • Task A3: Facilitate issue identification and prioritization of selected outcome(s) 	<p>All Tasks: Larger community groups will meet with the City monthly throughout the TCC Planning Grant process. Smaller groups, or combinations of small groups, will also be engaged monthly throughout the planning process or as requested.</p>	<p>Deliverables: Description of the process each group used to identify outcome(s), sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process. The City will identify new participation partners, and anticipates identifying an additional 2-6 partners, as part of ongoing Neighborhood Outreach.</p>	<p>Beginning in the grant term and quarterly thereafter the</p>
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Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.

Subtask B: Assess (Process and Outcome) Status to Date

- **Task B1:** Facilitate an inventory of planning and intervention activities that addressed the selected outcome(s) with each participating group
- **Task B2:** With each participating group, develop a description of the changes/milestones that have occurred related to the selected outcome(s)
- **Task B3:** Develop a synthesis of changes/milestones identified by all groups

Deliverables: Synthesis of overall changes/milestones

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that have occurred to date, sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.

Subtask C: Strategy Assessment

- **Task C1:** Review synthesis of overall changes/milestones that have occurred to date with each group
- **Task C2:** Select prioritized strategies to address selected outcomes
- **Task C3:** Provide a rationale for the selected strategies, which may include explanations on the

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likelihood to impact the outcome(s), the feasibility, and contextual factors

Deliverables: Strategy rationale for each group, sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.

Subtask D: What Will Success Look Like?

- **Task D1:** With each participating group, develop a logic model including programmatic and environmental change

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<p>outputs and outcomes for each strategy</p> <ul style="list-style-type: none"> • Task D2: With each participating group, develop a project narrative describing the behavioral and environmental changes envisioned in three years • Task D3: With each participating group, develop an overall logic model integrating the programmatic and environmental change outputs and outcomes identified by all groups <p>Deliverables: Overall logic model for the TCC implementation grant proposal, sign-in sheets, charrette notes, PowerPoint presentations, and compiled comments received during the meeting process.</p>		Travel	\$3,428
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TASK 3: Policy Evaluation - County		\$8,067
<p>Subtask A: Evaluate and, as necessary, update codes currently enforced by Riverside County Workforce Division</p> <ul style="list-style-type: none"> • Task A1: Review codes and policies related to County Workforce department • Task A2: Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators • Task A3: Update codes and policies as necessary <p>Deliverables: Codes and policies reviewed and updated as appropriate with a summary of any changes/updates made provided to the Department by the grant end date.</p> <p>Subtask B: Evaluate and, as necessary, update codes currently enforced by Riverside County Department of Public Health</p> <ul style="list-style-type: none"> • Task B1: Review codes and policies related to County Public Health department • Task B2: Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators • Task B3: Update codes and policies as necessary <p>Deliverables: Codes and policies reviewed and updated as appropriate with a summary</p>	<p>Subtask A: October 1, 2018 - January 30, 2019 Subtask B: October 1, 2018 - January 30, 2019 Subtask C: October 1, 2018 - January 30, 2019 Subtask D: October 1, 2018 - January 30, 2019</p>	8,067

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of any changes/updates made provided to the Department by the grant end date.

Subtask C: Evaluate and, as necessary, update codes currently enforced by Riverside County Department of Environmental Health

- **Task C1:** Review codes and policies related to County Environmental Health department
- **Task C2:** Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators
- **Task C3:** Update codes and policies as necessary

Deliverables: Codes and policies reviewed and updated as appropriate with a summary of any changes/updates made provided to the Department by the grant end date.

Subtask D: Evaluate and, as necessary, update codes currently enforced by Housing Authority of the County of Riverside

- **Task D1:** Review codes and policies related to Housing Authority of the County of Riverside
- **Task D2:** Verify consistency with TCC Implementation Grant requirements and objectives as well as proposed goals, strategies, project types and indicators
- **Task D3:** Update codes and policies as necessary

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<p>Deliverables: Codes and policies reviewed and updated as appropriate with a summary of any changes/updates made provided to the Department by the grant end date.</p>			
<p>TASK 4: Policy Evaluation - City</p> <p>Subtask A: Policy Evaluation - City of Riverside</p> <ul style="list-style-type: none"> • Task A1: Examine Housing Element and Land Use Policies in relation to housing sites • Task A2: Examine Parks Master Plan and identify potential improvements for Project Area. • Task A3: Examine CEQA and State policy ramifications regarding TCC implementation <p>Deliverables: Rezoned housing site; parks plan identification; plan evaluations. The City will produce a stand-alone analysis of City policies (e.g., planning, fiscal, historic, transit, etc.) for each Task. It is anticipated that the legal, land use, and program outcome analysis may be delivered in constituent parts; that as elements of the analysis are available (e.g., parks planning and smart growth), these elements would be submitted as part of quarterly reporting. When complete the analysis package would be consolidated and presented to the Department as an off-track (i.e., non-quarterly reporting) deliverable.</p>	<p>Subtask A: City of Riverside Subtask B: City of Riverside Subtask C: City of Riverside</p>	<p>Travel</p> <p>Subtask A: July 2018 to March 29, 2019 Subtask B: July 2018 - February 29, 2019 Subtask C: August 1, 2018 - February 29, 2019</p>	<p>N/A</p> <p>\$60,323 \$60,323</p>

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<p>Subtask B: Policy Evaluation- City of Riverside Housing Authority</p> <ul style="list-style-type: none"> • Task B1: Examine Affordable Housing Policy implemented by the City of Riverside Housing Authority • Task B2: Examine Parks Master Plan and identify potential improvements for Project Area. • Task B3: Examine CEQA and State policy ramifications regarding TCC implementation <p>Deliverables: Codes and policies reviewed and updated as appropriate. The City will produce a stand-alone analysis of City policies (e.g., planning, fiscal, historic, transit, etc.) for each Task. It is anticipated that the legal, land use, and program outcome analysis may be delivered in constituent parts; that as elements of the analysis are available (e.g., parks planning and smart growth), these elements would be submitted as part of quarterly reporting. When complete the analysis package would be consolidated and presented to the Department as an off-track (i.e., non-quarterly reporting) deliverable.</p> <p>Subtask C: Policy Evaluation- City of Riverside Consultant</p> <ul style="list-style-type: none"> • Task C1: Examine existing plans and policies of various initiatives within the planning area. • Task C2: In coordination with the community and various stakeholders identify a unified 	
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<p>vision for the planning area having considered Subtask A. Coordination efforts with stakeholders will occur almost entirely in a community meeting setting, although smaller focus groups may occur on an as-needed basis. Between large and small groups, it is anticipated that 3-4 meetings will occur per month.</p> <p>Deliverables: Sign-in sheets, copies of meeting materials, and a planning area-wide green light initiative vision statement and strategy plan. Reportable elements from meetings will include sign-in sheets, meeting notes, PowerPoint presentations and overall deliverable discussions regarding how public participation is forming TCC Implementation Grant deliverables. It is anticipated that the legal, land use, and program outcome analysis may be delivered in constituent parts; that as elements of the analysis are available (e.g., parks planning and smart growth), these elements would be submitted as part of quarterly reporting. When complete the analysis package would be consolidated and presented to the Department as an off-track (i.e., non-quarterly reporting) deliverable.</p>		
		Travel
		N/A

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TASK 5: Project Specs			\$17,062
<p>Subtask A: Identify goals to incorporate in future Implementation Grant application and activities</p> <ul style="list-style-type: none"> • Task A1: Take into consideration requirements of most current TCC guidelines and incorporate findings from stakeholder engagement processes • Task A2: Identify at least one goal related greenhouse gas reduction • Task A3: Identify at least three goals related to public health and environmental benefits • Task A4: Identify at least three goals related to economic opportunity and shared prosperity <p>All Tasks: City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the Implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.</p> <p>Deliverables: Articulation of at least the minimum number of goals per category, sign-in sheets, and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will</p>	<p>Task A1: County of Riverside Task A2: City of Riverside Task A3: City of Riverside Task A4: County of Riverside Subtask B: City of Riverside Subtask C: City of Riverside Task D1: City of Riverside Task D2: County of Riverside</p>	<p>Task A1: July 2018 - October 30, 2018 Task A2: August 1, 2018 - November 30, 2018 Task A3: August 1, 2018 - November 30, 2018 Task A4: July 2018 - October 30, 2018 Subtask B: October 1, 2018 - June 30, 2019 Subtask C: August 1, 2018 - November 30, 2018 Task D1: July 2018 - August 30, 2018 Task D2: August 1, 2018 - October 30, 2018</p>	<p>\$17,062</p>

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produce a report that will be submitted as part of overall deliverable reporting that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation

Subtask B: Identify strategies to incorporate in future Implementation Grant application and activities

- **Task B1:** Identify strategies that incorporate findings from stakeholder engagement processes and are specifically linked to established goals
- **Task B2:** Ensure consistency of activities with local and regional plans

All Tasks: City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the Implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.

Deliverables: Articulation of TCC eligible strategies to execute goals, sign-in sheets and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a

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report that will be submitted as part of overall deliverable reporting that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.

Subtask C: Identify TCC project types to incorporate in future Implementation Grant application and activities

Task C1: Identify project types that incorporate articulated strategies. City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the Implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.

Deliverables: Articulation of CCI and leveraged project types that correspond with strategies, sign-in sheets, and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood Outreach staff will produce a report that will be submitted as part of overall deliverable reporting that will detail outreach to specific groups, number of meetings, and outcomes

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<p>related to group input into TCC implementation grant formation.</p> <p>Subtask D: Identify GHG emission reduction indicators to incorporate in future Implementation Grant application and activities</p> <ul style="list-style-type: none"> • Task D1: Identify feasible methods of tracking and monitoring extent to which TCC-related activities reduce greenhouse gas emissions, improve public health, and provide environmental and economic benefit • Task D2: Link those feasible methods to TCC-eligible indicators for each corresponding project type <p>All Tasks: City outreach staff will incorporate a series of on-line surveys, stand-alone meetings regarding TCC Grant Planning, and incorporation into existing community meeting schedules to obtain the high levels of involvement and input needed for the implementation. It is also anticipated that a specific TCC Grant email address will be initiated. The City will use Facebook, Instagram, and NextDoor social networking capabilities to garner interest and spread information regarding the TCC grant process.</p> <p>Deliverables: Articulation of appropriate indicators to measure attainment of goals, sign-in sheets, and copies of meeting materials. Beginning in the grant term and quarterly thereafter the Neighborhood</p>		
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<p>Outreach staff will produce a report that will be submitted as part of overall deliverable reporting for the Planning Grant that will detail outreach to specific groups, number of meetings, and outcomes related to group input into TCC implementation grant formation.</p>			<p>Travel</p>	<p>N/A</p>
<p>TASK 6: Project Area ID</p> <p>Subtask A: Identify Project area for future Implementation Grant application and activities</p> <ul style="list-style-type: none"> Task A1: Take into consideration requirements of most current TCC guidelines Task A2: Identify general area for targeting, as determined by community engagement and outreach Task A3: Identify specific boundaries that define desired target area Task A4: Verify square mileage and other characteristics of Project Area meet TCC guidelines Task A5: Create annotated Project Area map <p>Deliverables: Delineation of Project Area as reflected on annotated Project Area map, sign-in sheets, and copies of meeting materials.</p>	<p>Task A1: County of Riverside Task A2: City of Riverside Task A3: County of Riverside Task A4: County of Riverside Task A5: County of Riverside</p>	<p>Task A1: July 2018- October 30, 2018 Task A2: August 1, 2018 - September 30, 2018 Task A3: July 2018- October 30, 2018 Task A4: July 2018- October 30, 2018 Task A5: August 1, 2018- October 30, 2018</p>	<p>\$4,023</p> <p>\$4,023</p>	
<p>GRAND TOTAL</p>			<p>Travel</p>	<p>\$170,000</p>