



C

# Appendix

**Volume 1:  
Meeting #1 - Meeting #10**

**Steering Committee  
Meeting Materials**

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**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



**Measure A Implementation: Steering Committee Meeting #1**

**April 27, 2017  
9:30 am – 11:30 am**

**Board Hearing Room 381B**

**Kenneth Hahn Hall of Administration  
500 W Temple Street, Los Angeles, CA 90012**

9:30 – 10:00 am

Welcome and Introductions

- Jane Beesley, District Administrator, Regional Park and Open Space District

10:00 – 10:15 am

Measure A Overview

10:15-10:45

Measure A Implementation

10:45 - 11:00 am

Steering Committee Overview and Brown Act

11:00 - 11:15am

Implementing Measure A: Discussion of Key Points and Issues

11:15 - 11:30am

Public Comment

11:30am

Adjournment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please telephone the Los Angeles County Regional Park and Open Space District at (213) 738-2981 TDD: (213) 427-6118 FAX: (213)385-0875

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>

Next Steering Committee Meeting is Thursday, May 25, 2017 from 9:30am to 11:30am.

# MEASURE A IMPLEMENTATION STEERING COMMITTEE MEETING #1



APRIL 27, 2017



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## WELCOME

Jane Beesley

Administrator, Los Angeles County  
Regional Park and Open Space District



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## TODAY'S AGENDA

1. Introductions
2. Measure A Overview
3. Measure A Implementation
4. Steering Committee Overview
5. Next Steps




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INTRODUCTIONS

INTRODUCTIONS  
PlaceWorks

- David Early, AICP, LEED ND, Senior Advisor
  - Lead Steering Committee Facilitator
  
- C.C. LaGrange, ASLA, Associate
  - Project Manager
  
- Jessica Wuyek, Project Planner
  - Assistant Project Manager




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INTRODUCTIONS  
Regional Park and Open Space District

- Warren Ontiveros
  - Manager of the Administration Section  
[wontiveros@parks.lacounty.gov](mailto:wontiveros@parks.lacounty.gov)
  
- Agie Jordan III
  - Manager of the Grants Section  
[ajordan@parks.lacounty.gov](mailto:ajordan@parks.lacounty.gov)
  
- Arnaldo De La Paz
  - Manager of the Fiscal Section  
[adelapaz@parks.lacounty.gov](mailto:adelapaz@parks.lacounty.gov)

Main office line: 213-738-2981



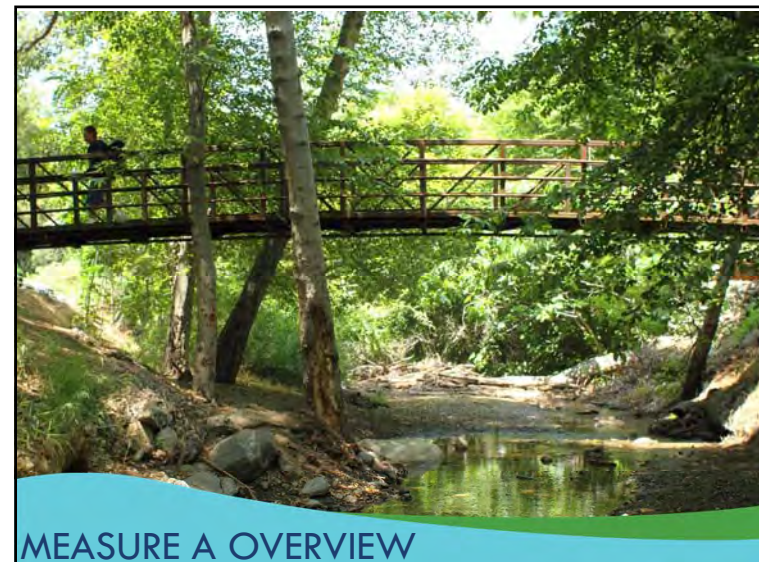
6

INTRODUCTIONS  
Steering Committee Composition

- Supervisorial Appointments
  - Community-Based Organizations
  - Community Members-at-Large
  - Supervisorial District Staff
  
- County Departments:
  - Beaches and Harbors
  - Business and Consumer Affairs
  - Chief Executive Office
  - Military and Veterans Affairs
  - Parks and Recreation
  - Public Health
  - Regional Park and Open Space District
  
- Councils of Government (COGs)
- Partnering Agencies:
  - First Five LA
  - Trust for Public Land
  - Prevention Institute
  - California Conservation Corps




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## MEASURE A OVERVIEW

- What is the purpose of Measure A?
- How was Measure A developed?
- Has there been support for Measure A?
- How is Measure A funded?
- What is the timeline for Measure A?



### MEASURE A OVERVIEW

#### Purpose

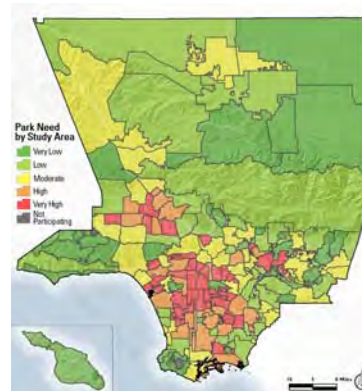
- Provides funds to improve the quality of life throughout Los Angeles County by preserving and protecting parks, safe places to play, community recreation facilities, beaches, rivers, open spaces and water conservation.
- Provides dedicated local funding for:
  - Parks
  - Recreation
  - Beaches
  - Open Space
  - Trails
  - Cultural Facilities
  - Veteran and Youth Programs
- Designed to address park equity issues in the County



### MEASURE A OVERVIEW

#### Development

- Crafted to support the conclusions of the Park Needs Assessment
- Input from cities, non-profit organizations, other agencies, residents
- Approved by 75% of voters in November 2016



### MEASURE A OVERVIEW

#### Revenue

- Annual parcel tax of 1.5 cents per square foot
- Estimated annual revenue is \$94.5 million
- No expiration



MEASURE A OVERVIEW

### Expenditure

- Up to 77.8% of funds will go to grant programs
  - Includes both non-competitive grant allocations and competitive grants
- Up to 15% of funds will go to maintenance and servicing
- Up to 7.2% will go to innovation and oversight

35%	CATEGORY 1
13%	CATEGORY 2
13%	CATEGORY 3
13%	CATEGORY 4
3.8%	CATEGORY 5
15%	MAINTENANCE & SERVICING
7.2%	INNOVATION & OVERSIGHT
77.8%	GRANT PROGRAMS

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MEASURE A OVERVIEW

### Grant Programs – 77.8% of Funds

- Category 1 - *Community Based Park Investment Program*
  - Annual non-competitive grant allocation to every Study Area
  - Calculated using Per Capita and Structural Improvements Formula:
 
$$\frac{(\text{Per Capita} + \text{Per Capita} + \text{Structural Improvements})}{3}$$

35%	CATEGORY 1
13%	CATEGORY 2
13%	CATEGORY 3
13%	CATEGORY 4
3.8%	CATEGORY 5
15%	MAINTENANCE & SERVICING
7.2%	INNOVATION & OVERSIGHT
77.8%	GRANT PROGRAMS

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MEASURE A OVERVIEW

### Grant Programs – 77.8% of Funds

- Category 2 – *Safe Parks, Healthy Communities, Urban Greening Program*
  - Annual non-competitive grant allocation Study Areas with High or Very High need
  - Calculated based on Per Capita and Structural Improvements Formula:
 
$$\frac{(\text{Per Capita} + \text{Per Capita} + \text{Structural Improvements})}{3}$$

35%	CATEGORY 1
13%	CATEGORY 2
13%	CATEGORY 3
13%	CATEGORY 4
3.8%	CATEGORY 5
15%	MAINTENANCE & SERVICING
7.2%	INNOVATION & OVERSIGHT
77.8%	GRANT PROGRAMS

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MEASURE A OVERVIEW

### Grant Programs – 77.8% of Funds

- Category 3 – *Protecting Open Space, Beaches, Watersheds Program*
  - Competitive grants, with the following exceptions:
    - Up to 25%\* for non-competitive grant allocation to LA County Department of Beaches & Harbors
    - Up to 15%\* for competitive grants to develop and implement Recreation Access programs

\*to be determined by Board of Supervisors annually

35%	CATEGORY 1
13%	CATEGORY 2
13%	CATEGORY 3
13%	CATEGORY 4
3.8%	CATEGORY 5
15%	MAINTENANCE & SERVICING
7.2%	INNOVATION & OVERSIGHT
77.8%	GRANT PROGRAMS

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MEASURE A OVERVIEW

### Grant Programs – 77.8% of Funds

- **Category 4** – *Regional Recreational Facilities, Trail and Accessibility Program*
  - Competitive grants, with the following exceptions:
    - Up to 25% for non-competitive grant allocation to LA County Department of Parks and Recreation
    - Up to 15% for competitive grants to develop and implement Recreation Access programs
    - Up to 10% for non-competitive grant allocations to County cultural facilities

77.8% - GRANT PROGRAMS

35% CATEGORY 1

13% CATEGORY 2

13% CATEGORY 3

13% CATEGORY 4

3.8% - CATEGORY 5

15% MAINTENANCE & SERVICING

7.2% - INNOVATION & OVERSIGHT

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MEASURE A OVERVIEW

### Grant Programs – 77.8% of Funds

- **Category 5** – *Youth and Veterans Job Training & Placement Opportunities Program*
  - Competitive grants
  - No less than 80% of funds to organizations providing education, skills training, career pathway development to youth aged 18-25, or veterans, to implement park projects

77.8% - GRANT PROGRAMS

35% CATEGORY 1

13% CATEGORY 2

13% CATEGORY 3

13% CATEGORY 4

3.8% - CATEGORY 5

15% MAINTENANCE & SERVICING

7.2% - INNOVATION & OVERSIGHT

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MEASURE A OVERVIEW

### Grant Programs – 77.8% of Funds

- **Category 5** – *Youth and Veterans Job Training & Placement Opportunities Program*
  - Remaining funds to organizations providing certifications and placement services or apprenticeship opportunities to young adults aged 18-25, or veterans, for jobs and careers in the parks and recreation field
  - Organizations serving Study Areas with High or Very High park need will be prioritized

77.8% - GRANT PROGRAMS

35% CATEGORY 1

13% CATEGORY 2

13% CATEGORY 3

13% CATEGORY 4

3.8% - CATEGORY 5

15% MAINTENANCE & SERVICING

7.2% - INNOVATION & OVERSIGHT

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MEASURE A OVERVIEW

### Maintenance & Servicing – 15% of Funds

- For all projects funding by RPOSD
- Allocated based on Per Capita and Structural Improvements Formula as follows:

77.8% - GRANT PROGRAMS

35% CATEGORY 1

13% CATEGORY 2

13% CATEGORY 3

13% CATEGORY 4

3.8% - CATEGORY 5

15% MAINTENANCE & SERVICING

7.2% - INNOVATION & OVERSIGHT

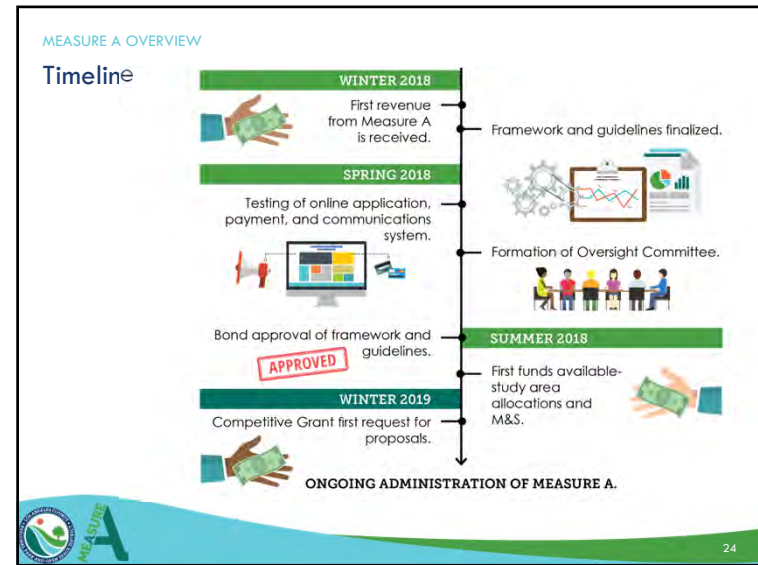
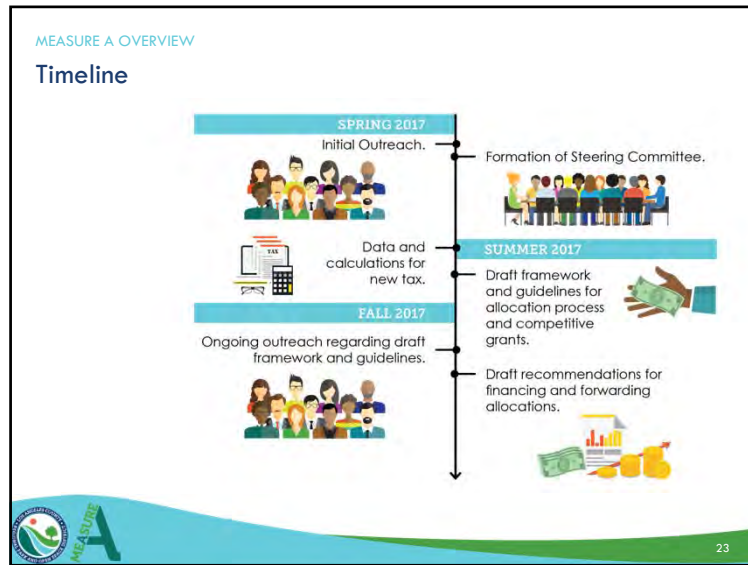
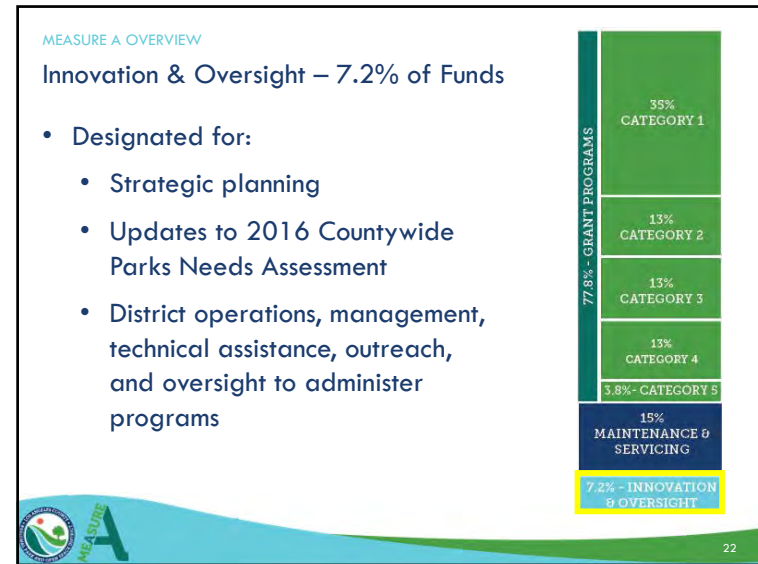
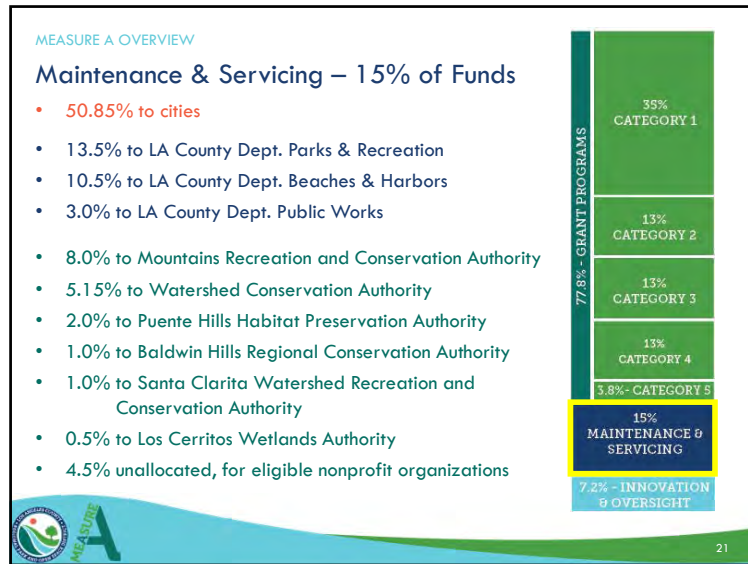
22.15% Local Agencies & CBOs

27% County Departments

50.85% Cities

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## MEASURE A IMPLEMENTATION

- Expenditure Plan
- Forwarding and Bonding
- Technology
- Implementation Policies
- Tracking and Updates
- Outreach



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MEASURE A IMPLEMENTATION

### Expenditure Plan

- Grant Programs
- Maintenance & Servicing
- Innovation & Oversight




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MEASURE A IMPLEMENTATION

### Expenditure Plan: *Grant Programs*

- Non-competitive grant allocations:
  - Categories 1 and 2 and parts of Categories 3 and 4
    - Eligibility
    - Application
    - Assignment of funds from low-population Study Areas to other agencies






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MEASURE A IMPLEMENTATION

### Expenditure Plan: *Grant Programs*

- **Competitive grants:**
  - Most of Categories 3 & 4, all of Category 5
  - Program Formulation
    - Eligibility, number of grant programs, timing for grant cycles, selection criteria
  - Program Details
    - Application requirements, evaluation scoring system, guidelines
  - Grant Calendar and Outreach Materials





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MEASURE A IMPLEMENTATION

### Expenditure Plan: *Maintenance & Servicing*

- Similar to current system
- Budget and payment requests
- Process for non-profit organizations to achieve eligibility



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MEASURE A IMPLEMENTATION

### Expenditure Plan: *Innovation & Oversight*

- **Program Innovation and Oversight Fund Policy**
  - Formal policy outlining how the funds should be rolled out
  - Guidelines for when the funds should be rolled out





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MEASURE A IMPLEMENTATION

### Forwarding and Bonding

- **Strategy and Policy Memo**
  - Recommendations
  - Timeframes
  - Cost implications
- **Bonding Consultation**
- **Strategic Expenditure Plan**
  - Projected spending over a 10-year period
  - Aligned with US Census updates





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MEASURE A IMPLEMENTATION

### Technology

- Develop paperless processes to collect and manage:
  - **Revenue:** Calculations and reports regarding revenue collection
  - **Grant Programs:** Eligibility, applications, contracts, amendments, and payment requests
  - **Maintenance & Servicing:** Eligibility, allocations, and payment requests
  - **Projects:** Location and status of funded projects
  - Internal workflow tracking






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MEASURE A IMPLEMENTATION

### Additional Policies

- Board Set-Aside Policy
  - Guidelines for the appropriation of a 2% set-aside for Board initiated projects
- Consumer Price Index (CPI) Update Policy
  - How and when these increases will occur
  - Emphasis on when the first increase should happen






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MEASURE A IMPLEMENTATION

### Tracking and Updates

- Project Tracking
  - Technology and software
  - Self-reporting process
- Allocation Equity Methodology
  - Objectives and methodologies to track funding to High and Very High need Study Areas
- Needs Assessment Maintenance
  - Protocol for updating the existing database

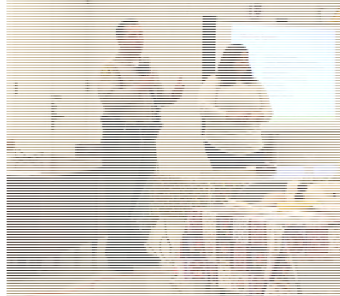




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MEASURE A IMPLEMENTATION

### Outreach

- RPOSD website
  - Regular updates
- Agencies
  - Three rounds of meetings
  - Raise awareness of upcoming funding opportunities
  - Education about resources available to agencies
  - Input on development of grant guidelines

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MEASURE A IMPLEMENTATION

Outreach

- Community Meetings
  - 30 meetings to be held across county
  - Explain how Measure A is being implemented
  - Gather input about implementation
  - Community based organizations will assist with outreach



STEERING COMMITTEE OVERVIEW

STEERING COMMITTEE OVERVIEW

- Purpose and Role
- Conduct & Expectations
- Decision-Making
- Brown Act
- Meeting Schedule



STEERING COMMITTEE OVERVIEW

Purpose and Role: Three Main Functions

1. Provide feedback and direction, with the goal of creating processes, systems, and communication strategies that support the efficient, equitable, and sustainable distribution of Measure A funds
2. Make recommendations at key project milestones
3. Communicate information about the implementation of Measure A to County residents and organizations to raise awareness of the funding opportunities available through RPOSD



STEERING COMMITTEE OVERVIEW

### Purpose and Role: Major Tasks

- Provide guidance on Grant Program formulation and details
- Review Maintenance & Servicing application and requirements
- Provide guidance on Innovation & Oversight policy
- Review Bonding and Forwarding strategy and policy
- Review Project Tracking approach
- Provide guidance on Allocation Equity Methodology
- Provide guidance on Needs Assessment maintenance approach
- Support Community Engagement efforts



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STEERING COMMITTEE OVERVIEW

### Conduct

- Constructive dialogue
- Mutual respect
- Commitment to collaboration

### Expectations

- Participation
- Communication
- Information Sharing






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STEERING COMMITTEE OVERVIEW

### Decision-Making

- Problem solving approach
- Consensus-oriented decision making
- Majority vote if needed
- Absence when decisions are made:
  - Alternates allowed to attend twice
  - Only those present may vote

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STEERING COMMITTEE OVERVIEW

### Ralph M. Brown Act

- Steering Committee meetings are subject to the Brown Act
- Public comment will be limited to 15 minutes total at the end of each Steering Committee meeting
- The Brown Act prohibits discussion of committee business by a majority outside of committee meetings
- No serial meetings
- Email communication
- Conflicts of interest




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STEERING COMMITTEE OVERVIEW

Meeting Schedule

- Last Thursday of each month
  - Not always 4<sup>th</sup> Thursday
- Some months may be skipped
- Exact calendar to be published soon
- Next meeting Thursday, May 25



MEASURE A IMPLEMENTATION

Committee Discussion of Key Points and Issues

- Grant Program formulation and details
- Maintenance & Servicing
- Innovation & Oversight
- Bonding and Forwarding
- Additional Policies
- Tracking and Updates
- Community Engagement
- Other



CONTACTS



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**

[www.RPOSD.lacounty.gov](http://www.RPOSD.lacounty.gov)

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(213) 738-2981





**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #1  
April 27, 2017 9:30 am – 11:30 am**

**Steering Committee Members in Attendance:**

Alina Bokde	Hugo Enciso	Maria Chong-Castillo
Amy Lethbridge	Jay Duke	Mark Glasscock
Naomi Iwasaki	Jane Beesley	Max Podemski
Belinda Faustinos	Jean Armbruster	Nicole Jones
Bonnie Nikolai	Jeff Rubin	Reyna Diaz
Brad Bolger	Joel Ayala	Ronda Perez
Bruce Saito	John Bwarie	Reuben De Leon
Bryan Stiger	John Jones	Scott Chan
Cara Meyer	Karen Ginsberg	Stefan Popescu
Cheryl Davis	Kim Lamorie	Stephanie Stone
Clement Lau	Lacey Johnson	Sussy Nemer
Delia Morales	Linda Lowry	Teresa Villegas
Dilia Ortega	Lylwyn Esangga	Tori Kjer
Esther Feldman	Lynda Johnson	Sylvia Arredondo
Francine Choi	Manal Aboelata	Robin Mark

**RPOSD Staff in Attendance:**

Agie Jordan, Ani Yeghiyan, Arcelia Navarrete, Arni De La Paz, Sara Keating, Tammy Lam, Warren Ontiveros

**PlaceWorks Staff in Attendance:**

David Early, C.C. LaGrange, Jessica Wuyek

**Agenda Item: Measure A Overview**

1. *Request:* Please share the PowerPoint presentation with the Steering Committee.  
*Response:* PowerPoint will be emailed and posted to [rposd.lacounty.gov](http://rposd.lacounty.gov)

**Agenda Item: Measure A Implementation**

1. *Question:* What is the difference between a competitive and non-competitive grant?  
*Response:* The non-competitive grants are allocated through an administrative process. The largest non-competitive grant categories are Category 1, which all Study Areas are eligible for, and Category 2, which only those Study Areas with High or Very High need are eligible for. Competitive grants are



open to all eligible entities, and grants will be awarded on a competitive basis; that is, not all applicants will receive these grants.

2. *Question:* What will technical assistance entail? Does that mean assistance throughout the application process?  
*Response:* Yes, technical assistance can include assistance with grant application processes. The Steering Committee will help identify who needs technical assistance, when and how it should be offered, and what it will include.
3. *Question:* What will be the process for issuing bonds?  
*Response:* We don't know yet. We know that it will be appropriate for some communities and not for others. It's unlikely that an individual city will be able to bond against their Measure A allocation. It is most likely that any bonding will be done through the County. We are developing a white paper on bonding to serve as a background memo on the process. Any Steering Committee members interested in contributing to this background memo should contact the PlaceWorks team.
4. *Comment:* We need to bring interest groups to the table early in the process to make sure the Steering Committee is vetting initiatives that represent community needs.  
*Response:* Yes, interest groups may be engaged and could be helpful in providing technical assistance. We may explore developing small working groups to discuss specific interests and issues.

***Agenda Item: Steering Committee Overview and Brown Act***

1. *Question:* Please verify the correct meeting time.  
*Response:* Steering Committee meetings will take place between 9:30-11:30 am.

***Agenda Item: Implementing Measure A: Discussion of Key Points and Issues***

***Grant Programs***

1. *Comment:* It would be helpful to circulate documents and guiding questions prior to each meeting so members be prepared for discussion  
*Response:* Materials will be circulated before future meetings. This meeting is an introduction.
2. *Comment:* In consideration of veteran employment programs, we need to make sure programs support job training and placement to veterans can get and keep jobs.
3. *Comment:* It would be helpful to distribute the Needs Assessment data for members to review and become more familiar with the Needs Assessment data in order to think about how the data will inform this project.  
*Response:* We will share links to Needs Assessment data.
4. *Comment:* Clarity in communications is very important when describing what defines an eligible program, what is included in technical assistance, and other specific details.
5. *Comment:* We need to be able to identify shovel-ready projects for feasibility to make sure projects actually get built.
6. *Comment:* We need to consider how we can integrate alternate services related to water use and irrigation. Projects that support water conservation could be identified in the grant application process.

### ***Maintenance and Servicing***

1. *Comment:* Members need time to process all the information prior to meetings so they will have more time to prepare thoughtful feedback. It will be important to consider public safety, interagency collaboration, and storage sites.

*Response:* Members will receive materials prior to future meetings. This meeting is an overview to introduce the Steering Committee to the scope of work that needs to be completed in the coming year and to hear initial thoughts on that work.

### ***Innovation and Oversight***

1. *Comment:* We should support multi-purpose, youth employment, and water quality/supply projects.

### ***Bonding and Forwarding***

1. *Comment:* We need a better understanding of the financial breakdown and have a realistic view of available money. We need to have bonding discussions sooner in the project timeline so we know constraints.

*Response:* We are in the process of developing detailed breakdowns for Study Areas and will share this information when it is available. Bonding and allocations will probably not be discussed next month as we will not have the final parcel data until late June.

### ***Community Engagement***

1. *Comment:* Most critical lesson learned during the Needs Assessment was that single-touch meetings weren't good enough.

2. *Comment:* We need to clearly define what is the intent of the community engagement and which organizations can be partners. Ensure that engagement is not scheduled around the holidays.

3. *Question:* Can we form subcommittees in next month's meeting?

*Response:* We may not have the time and budget for subcommittees.

*Response:* We can have small group break-out sessions at the end of meetings

*Response:* We can explore those options but subcommittees will not be formed in May.

4. *Comment:* We should utilize community based organizations and emphasize high need areas. It's important to pay CBO's for the work they do. Pacoima Beautiful can recommend some community organizations.

*Response:* To clarify, the community engagement written into this project is intended to be informational in nature.

*Response:* LANLT did the engagement for the Needs Assessment and can use that to build off of that. Emphasize high need areas.

5. *Comment:* We need to hold more than 1 meeting in an area, we can build on engagement from the Needs Assessment.

6. *Comment:* We need to wait until we have concrete information to present at the engagement meetings and should be careful not to hold premature meetings.

7. *Comment:* We need to consider overall livability, not just parks. Support for homelessness and transportation measures show that people are considering overall livability. We need to think creatively how these initiatives can work together.

8. *Comment:* Agencies in low-resource communities need plenty of lead time or they won't be prepared to apply.

9. *Comment:* The Asian Pacific Islander (API) community fell through the cracks during the Needs Assessment, we need to make sure we capture their voice. We also need to be prepared to explain to communities what happened to their 10 prioritized projects.

10. *Comment:* We need a way to determine community readiness by establishing performance metrics and preparing communities to get ready.

11. *Comment:* We need more money for outreach at the local community level.
12. *Comment:* Grant programs need to consider anti-displacement activities so that community members don't support park projects that will ultimately displace them from their community.

***Public Comment***

1. *There was no public comment.*

*Meeting Adjourned.*



# LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT



## **Measure A Implementation: Steering Committee Meeting #2**

**May 25, 2017  
9:30 AM – 12:00 PM**

**Los Angeles River Center & Gardens | California Building-Atrium  
570 W. Ave. 26, Los Angeles, CA 90065**

**9:30 – 9:45 AM**

1. Background Information (Information Only)

**9:45 – 10:00 AM**

2. Future Steering Committee Meeting Topics and Schedule (Information and Comment)

**10:00 – 10:30 AM**

3. Overview of Granting Process (Information and Comment)

**10:30 – 10:45 AM**

4. Allocation Estimates (Information and Comment)
  - a. Category 1, Category 2
  - b. Maintenance and Servicing

**10:45 – 11:15 AM**

5. Allocation Process (Information and Action)
  - a. Unincorporated Islands within City Study Areas
  - b. Sharing Funds Among Study Areas

**11:15 – 11:45 AM**

6. Engagement Approach and Schedule (Information and Comment)

**11:45 – 12:00 PM**

7. Public Comments

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.


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Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.


**Next Steering Committee meeting is on Thursday, June 29, 2017 from 9:30am to noon  
Room 140A&B of the Kenneth Hahn Hall of Administration.**



1. BACKGROUND INFORMATION  
Needs Assessment Recap



LOS ANGELES COUNTYWIDE COMPREHENSIVE PARKS & RECREATION NEEDS ASSESSMENT  
MAY 3, 2016



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1. BACKGROUND INFORMATION  
How Does Measure A Meet the Identified Need?

Annual Allocations for Categories 1 and 2



- Based on the Per Capita and Structural Improvements formula  
 $(Per\ Capita + Per\ Capita + Structural\ Improvements) / 3$
- Emphasizes densely developed/ populated areas

Category 2: High and Very High Need Study Areas

- Funds specifically allocated for High & Very High Need Study Areas

Competitive Grant Categories

- Steering Committee will help shape how this category addresses need

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• What is the format of our meetings?  
• What will we talk about?  
• What is our schedule of topics?

2. FUTURE STEERING COMMITTEE MEETINGS




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2. FUTURE STEERING COMMITTEE MEETINGS  
Meeting Format



**Locations**

- Kenneth Hahn Hall of Administration: Room 140
- Los Angeles River Center & Gardens: Atrium



**Small Groups**

- Will break into small groups if appropriate
- No subcommittees envisioned

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2. FUTURE STEERING COMMITTEE MEETINGS

### Meeting Topics & Schedule

**Meeting 3: June 29, 2017**  
 Location: HOA Room 140

- Overview of Competitive Awards
- Public Engagement: Round 2 Agency Meetings

**NO July or August Meetings**

- Park Equity Memo
- Draft Grant Program Guidelines and Calendar
- Bonding and Forwarding Background Information




2. FUTURE STEERING COMMITTEE MEETINGS

### Meeting Topics & Schedule

**Meeting 4: September 28, 2017**  
 Location: LA River Center Atrium

- Bonding and Forwarding Overview
- Equity

**Meeting 5: October 26, 2017**  
 Location: LA River Center Atrium

- Competitive Grants
- Variable Allocations




2. FUTURE STEERING COMMITTEE MEETINGS

### Meeting Topics & Schedule

**Meeting 6: December 7, 2017** ↖ First Thursday  
 Location: HOA Room 140

- Bonding and Forwarding Strategy Policy Memo
- Public Engagement-Round 3 Agency Meetings
- Public Engagement-Community Meetings

**Meeting 7: January 25, 2018**  
 Location: HOA Room 140

- Innovation and Oversight
- Board Set-Aside Policy
- Consumer Price Index Update Policy
- 4.5% Agency Allocation from M&S
- Engagement-Community Meetings Roll Out




2. FUTURE STEERING COMMITTEE MEETINGS



### Meeting Topics & Schedule

**Meeting 8: February 22, 2018**  
 Location: HOA Room 140

- Bonding and Forwarding – Strategic Expenditure Plan

**Meeting 9: March 29, 2018**  
 Location: HOA Room 140

- Project Tracking
- Equity Methodology
- Finalize Grant Guidelines

2. FUTURE STEERING COMMITTEE MEETINGS


## Meeting Topics & Schedule

**Meeting 10: April 26, 2018**  
 Location: LA River Center Atrium


- Park Needs Assessment Updates
- Oversight Committee Formulation

**Meeting 11: May 31, 2018**  
 Location: LA River Center Atrium

- Procedures and Policies Guide for RPOSD
- Board Letter and Summation

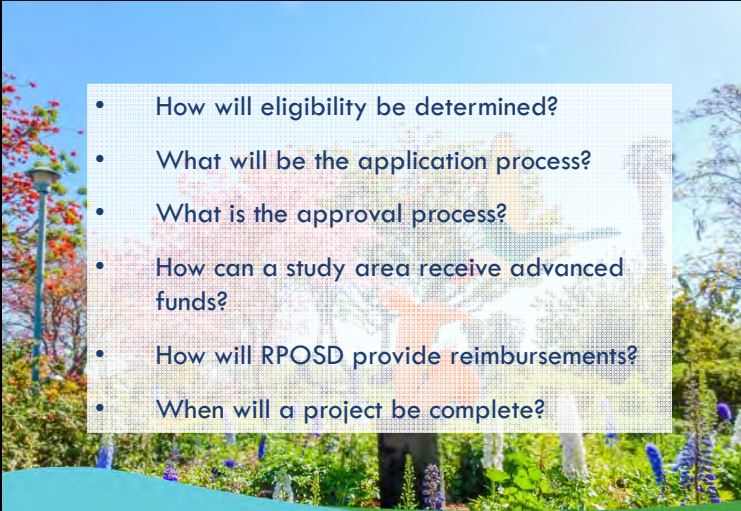


*Meetings topics are subject to change, as required by the process.*



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- How will eligibility be determined?
- What will be the application process?
- What is the approval process?
- How can a study area receive advanced funds?
- How will RPOSD provide reimbursements?
- When will a project be complete?

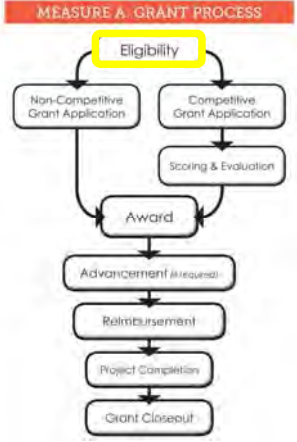

## 3. OVERVIEW OF GRANTING PROCESS

3. OVERVIEW OF GRANTING PROCESS

## Eligibility

Potential Components:

- Eligibility Orientation
- Technical Assistance
- Public Outreach
- RPOSD Contract Terms
- Proof of Jurisdiction Support
- Park Facilities Inventory Update

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3. OVERVIEW OF GRANTING PROCESS

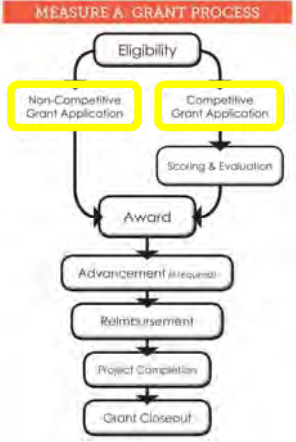

## Application Process

**Competitive Grants**

- Grant Cycles
- Grant Application Training
- Electronic Application

**Non-competitive Grants**

- Awarded annually based on the Per Capita and Structural Improvements Formula
- Electronic Application

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3. OVERVIEW OF GRANTING PROCESS

### Approval Process

**Competitive Grants**

- Grant Review Panel will evaluate applications
- Applicants with highest scores will receive funding
- Total number of grants awarded will be dependent upon the funding pool for respective grant cycle

**Non-competitive Grants**

- RPOSD will review applications
- Grant manager will be assigned to each applicant to provide technical assistance throughout the process

**MEASURE A GRANT PROCESS**

```

    graph TD
      Eligibility --> Non-Competitive[Non-Competitive Grant Application]
      Eligibility --> Competitive[Competitive Grant Application]
      Competitive --> Scoring[Scoring & Evaluation]
      Non-Competitive --> Award
      Scoring --> Award
      Award --> Advancement[Advancement (if requested)]
      Advancement --> Reimbursement
      Reimbursement --> Project[Project Completion]
      Project --> Closeout[Grant Closeout]
  
```

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3. OVERVIEW OF GRANTING PROCESS

### Advanced Funds

- Eligibility requirements to be determined
- Eligible agencies can only receive up to 50% of total grant award as an advance

**MEASURE A GRANT PROCESS**

```

    graph TD
      Eligibility --> Non-Competitive[Non-Competitive Grant Application]
      Eligibility --> Competitive[Competitive Grant Application]
      Competitive --> Scoring[Scoring & Evaluation]
      Non-Competitive --> Award
      Scoring --> Award
      Award --> Advancement[Advancement (if requested)]
      Advancement --> Reimbursement
      Reimbursement --> Project[Project Completion]
      Project --> Closeout[Grant Closeout]
  
```

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3. OVERVIEW OF GRANTING PROCESS

### Reimbursements

**Eligible project costs incurred within grant contract period:**

- Development
- Acquisition
- Administration
- Outreach/Community Engagement

**Ineligible project costs:**

- Office furniture
- Construction equipment
- Publicity expenses
- Costs incurred during the grant application phase

**MEASURE A GRANT PROCESS**

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    graph TD
      Eligibility --> Non-Competitive[Non-Competitive Grant Application]
      Eligibility --> Competitive[Competitive Grant Application]
      Competitive --> Scoring[Scoring & Evaluation]
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```

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3. OVERVIEW OF GRANTING PROCESS

### Project Completion

**Closeout Process**

- Final Site Visit
- Final Documentation
  - Change order summary
  - Notice of Completion recorded with LA County Registrar-Recorder/County Clerk
  - Project Certification Form
  - Property Conveyance Document
  - Closing Escrow Statement
  - Policy of Title Insurance/Title Abstract
  - Final Relocation Documents (if applicable)
- Final Payment
- Opening Community Event

**MEASURE A GRANT PROCESS**

```

    graph TD
      Eligibility --> Non-Competitive[Non-Competitive Grant Application]
      Eligibility --> Competitive[Competitive Grant Application]
      Competitive --> Scoring[Scoring & Evaluation]
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- Overview
- Table 1 Review
- Table 2 Review
- Next Steps

## 4. ALLOCATION ESTIMATES

## ALLOCATION ESTIMATES

### Overview

Square Footage	Tax Rate	Estimated 2018 Tax	Estimated BOS 2%	Estimated \$ Available	Category	Allocation %	Estimated Allocation \$
6,453,696,929	0.015	\$96,805,454	\$1,936,109	\$94,869,345	CAT 1	35%	\$33,204,271
					CAT 2	13%	\$12,333,015
					M&S	15%	\$14,230,402

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## 4. ALLOCATION ESTIMATES

### Table 1: Estimated Category 1 and 2 Allocation by Study Area (Agenda Item 4)

\*Square Footage Estimate: Of the 6,453,696,929 sq ft used to calculate the estimated 2018 tax, approximately 2.4% do not have a spatial reference and thus cannot be associated with any given study area. For the record of allocation estimates, the Per Capita Improvements formula (using lowest population and square footage) was used to calculate an allocation rate for each SA. This rate was applied to the total available amount to estimate the allocation for each SA. It is anticipated that the spatial references will be resolved with the release of the 2017 Assessor's Roll and allocation estimates will be updated then.

Data Source: Los Angeles County Assessor's Tax Map, 2013 (for spatial locations); 2018 Property Tax database (provided by David Young & Associates) based on Measure A language, May, 2017; Study Area population from Los Angeles County Population Estimates, 2014 LA County ACS.

\*Allocation Ratio: Percent of total funds being distributed based on Measure A allocation parameters.

Total available in Category 1 (2018): \$12,204,270.90 (funds distributed using Per Capita Improvements Formula)  
 Total available in Category 2 (2018): \$11,832,014.83 (funds distributed using the Capita Improvements Formula as High or Very High need study areas)

SA	Study Area Name	Population (2014)	*Square Footage (Estimate)	Category 1 Allocation Ratio (Estimate)	Category 1 Allocation (Estimate)	Category 2 Allocation (Estimate)	Category 2 Allocation (Estimate)
81	Agoura Hills	20,627	20,503,243	0.24%	\$81,742,831	0.00%	\$0.00
82	Altadena	84,803	48,795,646	0.80%	\$107,037,848	1.03%	\$301,227,979
104	Arden	3,748	49,856,410	0.01%	\$214,228,098	0.00%	\$0.00
40	Arden	16,774	8,822,826	0.18%	\$32,013,251	0.32%	\$99,112,939
13	Arden / US Channel Islands North	4,488	3,042,218	0.04%	\$14,549,244	0.00%	\$0.00
174	Arden	45,134	7,311,036	0.45%	\$148,172,266	0.00%	\$0.00
54	Barstow Park	76,853	28,868,767	0.66%	\$219,626,542	1.37%	\$163,079,114
72	Beaumont	26,124	13,920,443	0.32%	\$103,644,181	0.37%	\$77,177,388
114	Beaumont	42,726	12,196,938	0.31%	\$113,336,331	0.69%	\$84,826,222
100	Beaumont	77,501	31,171,748	0.68%	\$225,007,131	1.36%	\$187,977,401
142	Beaumont	34,784	14,377,172	0.31%	\$136,413,611	0.00%	\$0.00
7	Bradbury / US Bradbury	3,244	1,723,149	0.02%	\$3,716,094	0.00%	\$0.00
110	Brandenburg	105,648	89,973,097	1.17%	\$188,837,056	0.00%	\$0.00
103	Carlsbad	23,748	25,175,118	0.70%	\$96,403,131	0.00%	\$0.00
182	Carson	52,871	85,626,370	1.07%	\$354,040,361	2.27%	\$273,847,071
144	Compton / US Compton	50,482	48,308,892	0.99%	\$139,464,141	0.00%	\$0.00
14	Compton	23,208	20,484,414	0.41%	\$166,204,414	0.00%	\$0.00

Per Capita and Structural Improvements formula:  

$$\frac{(Per\ Capita + Per\ Capita + Structural\ Improvements)}{3}$$

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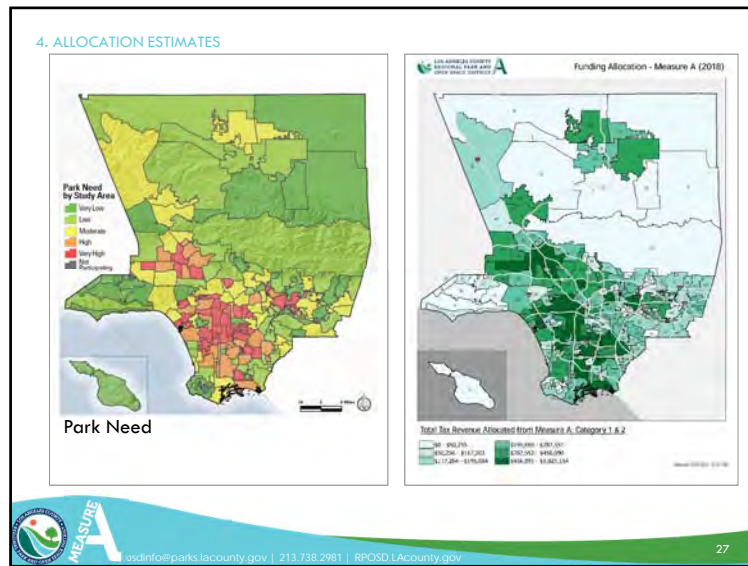
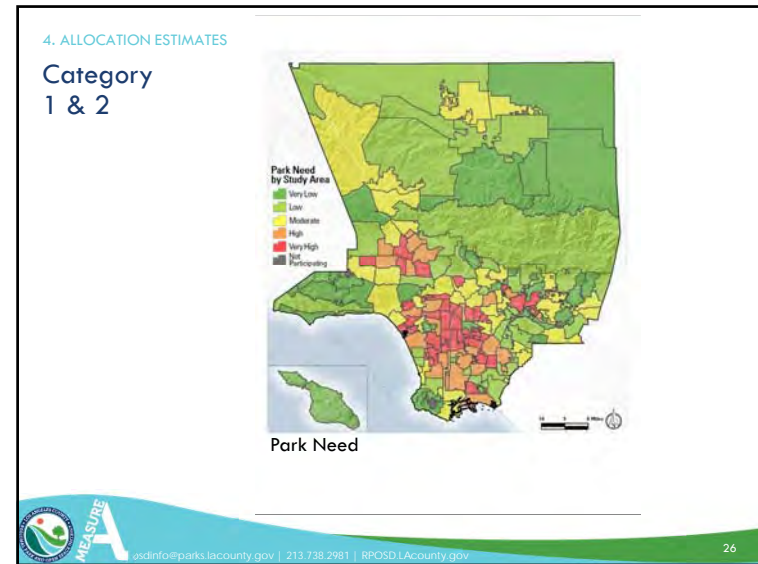
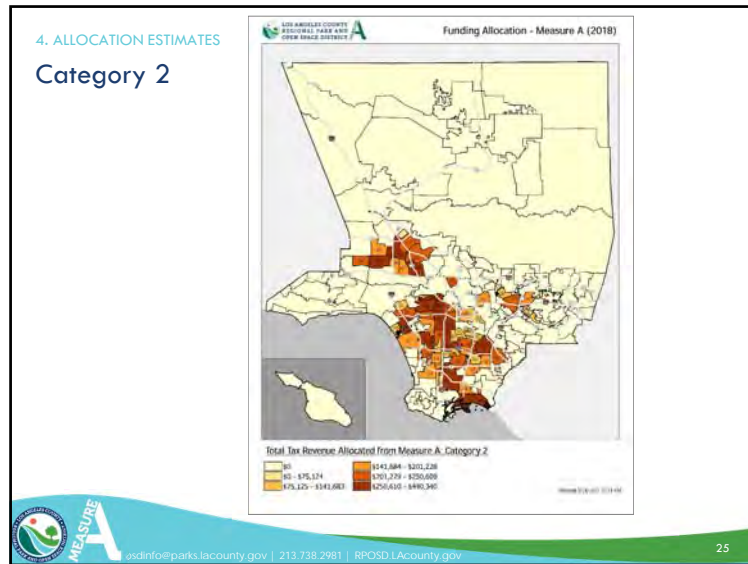
## 4. ALLOCATION ESTIMATES

### Category 1

Total Tax Revenue Allocated from Measure A, Category 1

- \$0 - \$45,440
- \$45,441 - \$94,600
- \$94,601 - \$181,427
- \$181,428 - \$235,138
- \$235,139 - \$307,017
- \$307,018 - \$384,814

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4. ALLOCATION ESTIMATES

Table 2: Estimated M & S Distribution (Agenda Item 4)

Per Section 64022 of Measure A

Measure A Revenue Estimate: Of the \$1.458 B (145,800,000) of total to allocate the estimated 2018 tax, approximately 2.4% (35,000,000) will be a capital revenue and the balance will be allocated to various other uses. The capital revenue will be used to fund capital improvements and the balance will be used to fund other uses. The capital revenue will be used to fund capital improvements and the balance will be used to fund other uses. The capital revenue will be used to fund capital improvements and the balance will be used to fund other uses.

Per Capita and Structural Improvements formula:  

$$\frac{\text{Per Capita} + \text{Per Capita} + \text{Structural Improvements}}{3}$$

Agency (City & Agency)	Type of Revenue	2018 Projection (City)	2018 Projection (Agency)	2018 Total (City & Agency)	2018 Total (City & Agency)	2018 Total (City & Agency)
Agencia Park	City	80,000	25,000,000	0.003%	25,080,000	12,540,000
Alhambra	City	84,800	45,790,000	0.012%	45,874,800	22,937,400
Arroyo	City	17,000	49,544,000	0.004%	49,561,000	24,780,500
Atascadero	City	28,700	8,422,000	0.009%	8,450,700	4,225,350
Avocado	City	4,000	8,740,000	0.001%	8,744,000	4,372,000
Baldwin Park	City	85,100	27,611,000	0.007%	27,696,100	13,848,050
Bell	City	76,800	28,868,000	0.01%	28,944,800	14,472,400
Bell Gardens	City	26,100	15,900,000	0.005%	15,926,100	7,963,050
Bellflower	City	89,200	12,196,000	0.008%	12,285,200	6,142,600
Beverly Hills	City	77,000	11,171,000	0.006%	11,248,000	5,624,000
Burbank	City	34,200	53,377,000	0.008%	53,411,200	26,705,600
Canoga Park	City	1,000	1,843,000	0.000%	1,844,000	922,000
Carson	City	102,644	88,979,000	0.008%	89,081,644	44,540,822
Compton	City	37,000	25,124,000	0.003%	25,161,000	12,580,500
Covina	City	92,000	85,626,000	0.008%	85,718,000	42,859,000
Cypress	City	69,600	48,290,000	0.005%	48,359,600	24,179,800
Diamond	City	65,000	24,710,000	0.003%	24,775,000	12,387,500
Glendale	City	13,100	50,362,000	0.002%	50,375,100	25,187,550
Granada	City	87,800	49,749,000	0.005%	49,836,800	24,918,400
Industry	City	48,400	31,099,000	0.003%	31,147,400	15,573,700
La Brea	City	24,000	6,632,000	0.001%	6,656,000	3,328,000

MEASURE A  
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#### 4. ALLOCATION ESTIMATES

### Next Steps

**June**


- Update square footage and tax data following the release of the 2017 assessor tax roll

**July**


- Confirm 1 to 1 relationship between final tax roll data and GIS parcel base

**August**

- Confirm square footages tied to State Board of Equalization parcels and Cross Reference Roll parcels
- Update Study Area and City building square footage totals and finalize Allocation Model

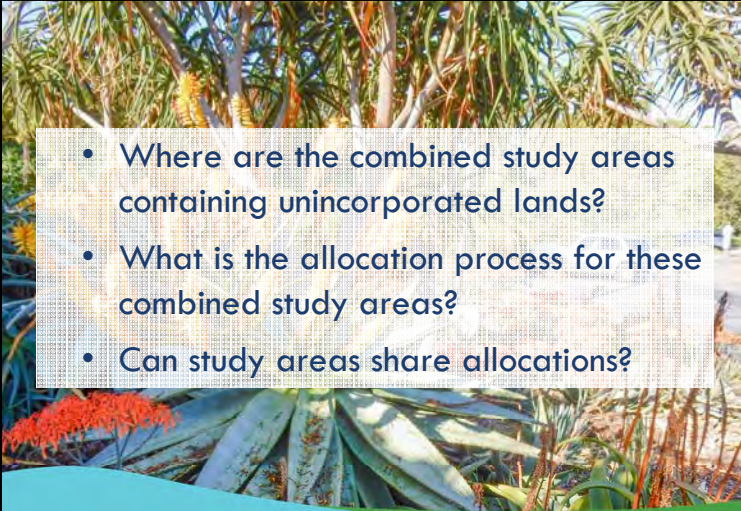


*Photo Credit: LANLT*



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- Where are the combined study areas containing unincorporated lands?
- What is the allocation process for these combined study areas?
- Can study areas share allocations?

### 5. ALLOCATION PROCESS

#### 5. ALLOCATION PROCESS

### Combined Study Areas

Out of 188 study areas, 21 contain portions of unincorporated land.

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#### 5. ALLOCATION PROCESS

**Table 3: Estimated Category 1 and 2 Allocation for Combined Study Areas (Agenda Item 5a)**

*"Square Footage: Of the 6,453,696,529 sq feet used to calculate the estimated 2018 tax, approximately 2.4% do not have a spatial reference and thus cannot be associated with any given study area. For this round of allocation estimates, the Per Capita Improvements Formula (with known population and square footage) was used to calculate an allocation ratio for each SA. This ratio was applied to the total available amount to estimate the allocation for each SA. It is anticipated that the spatial references will be resolved with the release of the 2017 Assessor Tax Roll and allocation estimates will be updated then."*

**Data Source:** Los Angeles County Assessor Tax Roll 2015 (for spatial location), 2016 Tricore Tax database (revised by David Teague & Associates based on Measure A language, Mar. 2017), Study Area population from Los Angeles County Population Estimates (2014 Census ACS)

SA Name	ID	Funds for Category 1 and 2 (Estimate)	Incorporated Population	Unincorporated Population	*Incorporated Sq Footage (Estimate)	*Unincorporated Sq Footage (Estimate)	% Funding Unincorporated Areas (Estimate)	Unincorporated \$ Amount (Estimate)	City \$ Amount (Estimate)
Aviation / Unincorporated	51	\$14,549.34	8,821	868	2,740,346	301,871	6.199%	\$1,838.31	\$12,711.03
Channel Islands North	7	\$3,756.04	1,093	152	1,443,885	277,264	14.241%	\$819.70	\$4,936.33
Chatsworth / Unincorporated	184	\$195,664.34	49,853	577	48,093,426	215,464	0.042%	\$3,646.00	\$194,017.85
Claremont / Unincorporated	171	\$135,089.65	35,931	1,170	29,870,594	624,222	2.714%	\$3,666.80	\$131,422.85
Glendora / Unincorporated	144	\$175,926.25	51,524	642	34,269,353	620,967	1.422%	\$2,501.27	\$173,424.98
LA Bell Air - Beverly Crest / Unincorporated Hollywood Hills	26	\$102,404.39	20,661	17	32,442,465	0	0.096%	\$36.71	\$102,367.68
LA Chatsworth - Porter Ranch / LA Chatsworth / LA Northridge / LA Canoga Park / LA Porter Ranch-Gat Mountain	152	\$389,340.16	95,788	4,020	94,476,685	2,325,782	3.318%	\$12,920.11	\$376,420.06
LA San Pedro / LA Port of Los Angeles	185	\$259,769.79	81,090	1,933	42,759,265	1,250,404	2.481%	\$6,444.20	\$253,325.59



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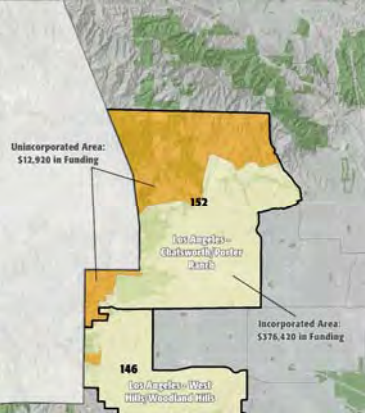
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5. ALLOCATION PROCESS

### Allocation Process for Combined Study Areas

**Funds to be distributed to incorporated jurisdiction.**

- Measure A states that funds are to be allocated by study area
- DPR strategically established that Study Areas should be treated as being served by the City in question
- Residents in unincorporated areas likely access parks in adjacent Cities
- Population and amount of money in question is small and possibly difficult for the County to make impactful investments



Unincorporated Area: \$12,920 in Funding


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Los Angeles - Burbank/Pasadena Parks

146

Los Angeles - West Hills/Woodland Hills

Incorporated Area: \$376,420 in Funding



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5. ALLOCATION PROCESS

### Sharing Allocations: Category 1 and 2 Funds

An agency may share funds with another study area, provided that:

- The “receiving” study area is adjacent to the “sending” study area
- The RPOSD finds, through the grant making process, that the intended use of the funds will benefit the residents of the “sending” study area

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5. ALLOCATION PROCESS

### Sharing Allocations: M&S Funds

An agency may transfer its funds to another agency, provided that:

- The “receiving” entity operates completed RPOSD-funded projects whose grant(s) are closed
- The RPOSD finds, through an administrative review process, that the intended use of the funds will benefit the residents of the “sending” entity

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- What are the goals for engagement?
- What tools for engagement will we utilize?
- What is the role of RPOSD?

### 6. ENGAGEMENT APPROACH

6. ENGAGEMENT APPROACH

### What are the Goals for Engagement?

1. Ensure that grant-seeking organizations:
  - Are aware of Measure A funding opportunities
  - Can provide feedback on the administrative processes and systems related to Measure A
2. Inform the general public about the implementation of Measure A:
  - How it might affect their communities
  - How they can get involved with their local park agencies




Photo Credit: LANLT



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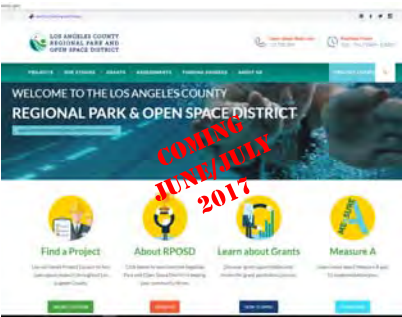

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6. ENGAGEMENT APPROACH

### Tools for Engagement: Interactive Website

[www.rposd.lacounty.gov](http://www.rposd.lacounty.gov)

- Updated regularly
- Stores Records and Resources:
  - Official documents
  - Agendas
  - Presentations
  - Events calendar
  - Photos
  - Links to external resources

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6. ENGAGEMENT APPROACH

### Tools for Engagement: Social Media

- Raise general awareness of Measure A and RPOSD
- Drive traffic to RPOSD website so people can learn more
- Serve as a catalyst for local-level community engagement



COMING SUMMER 2017



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6. ENGAGEMENT APPROACH

### Tools for Engagement: Agency Meetings

**Objectives:**

- Solicit feedback on the systems and processes being developed
- Ensure that all eligible agencies and organizations are aware of funding processes and timeline




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6. ENGAGEMENT APPROACH

### Tools for Engagement: Community Meetings

- Provide the following information to the general public:
  - What Measure A is and how it may affect their communities
  - How to get involved with their local park agencies as they prepare to apply for and spend Measure A funds
- 30 meetings countywide, exact locations TBD
- CBOs will help with outreach and meeting facilitation
  - \$5,000 stipend per meeting





Photo Credit: LANLT



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6. ENGAGEMENT APPROACH

### What is the Role of RPOSD?

1. Maintain and regularly update the RPOSD website
2. Establish and manage a robust social media campaign
3. Host and facilitate City/Agency update meetings
4. Work with community based organization to host one round of informational outreach meetings for the general public
5. Provide resources and training to City agencies and community organizations seeking to facilitate local-level engagement





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### Public Comment



QUESTIONS?



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### Next Meeting

## Meeting #3

June 29, 2017 | 9:30am-Noon

Hall of Administration

Room 140

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## MEMORANDUM

**DATE** May 18, 2017  
**TO** Measure A Steering Committee  
**FROM** Los Angeles County Regional Park and Open Space District  
**SUBJECT** Mtg. 2, Agenda Item 2: Proposed Steering Committee Calendar/Topics

This agenda item proposes the following topics and schedule for the Measure A Implementation Steering Committee meetings. Changes to meeting topics may occur as required by the process, including the addition of a meeting in June 2018 if deemed necessary.

### **Meeting 2 – May 25, 2017**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Background Information
2. Overview of Granting Process
3. Allocation Estimates
4. Allocation Process
5. Engagement Approach and Schedule

### **Meeting 3 – June 29, 2017**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

1. Overview of competitive awards
  - a. Grant Cycles
  - b. Types of grants
  - c. Eligibility
2. Engagement – Round 2 Agency Meetings
  - a. Schedule
  - b. Content

### **No meeting in July or August.**

*Three separate memoranda will be send to the Steering Committee in July/August, on the following topics: Park Equity Background Information; Draft Grant Program Guidelines and Calendar; Bonding and Forwarding Background Information. These memoranda will inform the subsequent three meetings of the Steering Committee.*

### **Meeting 4 – September 28, 2017**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Bonding and Forwarding Overview
2. Equity
  - a. Past Spending Patterns
  - b. Outside Case Studies



- c. Potential Policies
- d. Technical Assistance
- e. Future Monitoring and Course Correction

**Meeting 5 – October 26, 2017**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

- 1. Competitive Grants
  - a. Cycles and Calendar
  - b. Application Details
  - c. Grant Guidelines
- 2. Variable Allocations

**No meeting in November.**

**Meeting 6 –December 7, 2017**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

*Please note: this meeting date is not the last Thursday of the month*

- 1. Bonding and Forwarding Strategy Policy Memo
  - a. Recommendations
  - b. Timeframes
  - c. Cost implications
- 2. Engagement – Round 3 Agency Meetings
  - a. Schedule
  - b. Content
- 3. Engagement – Community Meetings
  - a. Purpose
  - b. Strategy
  - c. Schedule

**Meeting 7 – January 25, 2018**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

- 1. Innovation & Oversight
  - a. Draft Policy
  - b. Allocation of funds to innovation vs. oversight
  - c. Technical Assistance Program (second review?)
  - d. Outreach Program
- 2. Board Set-Aside Policy
- 3. Consumer Price Index Update Policy
- 4. 4.5% Agency Allocation from M&S
- 5. Engagement – Grassroots Community Meetings Roll Out

**Meeting 8 – February 22, 2018**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

- 1. Bonding and Forwarding – Strategic Expenditure Plan

**Meeting 9 – March 29, 2018**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

1. Project Tracking
  - a. Updates through self-reporting
    - i. Items to be updated and frequency of updates
  - b. Verification system for self-reported data
    - i. Items to be verified and frequency of verification
2. Equity Methodology
  - a. Annual Allocations
    - i. Objectives
    - ii. Methodologies
    - iii. Reporting
  - b. Competitive Grants
    - i. Objectives
    - ii. Methodologies
    - iii. Reporting
3. Finalize Grant Guidelines

**Meeting 10 – April 26, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Park Needs Assessment Updates
  - a. Update Policy
  - b. Update Protocols
2. Oversight Committee Formulation (Advisory Board)
  - a. Roles and Responsibilities
  - b. Appointment Process

**Meeting 11 – May 31, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Procedures and Policies Guide for Regional Park and Open Space District
2. Board Letter and Summation



## MEMORANDUM

DATE May 18, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Mtg. 2, Agenda Item 3: Overview of Measure A Grant Eligibility, Application, and Reimbursement Processes

This memorandum summarizes the Measure A grant eligibility, application, and reimbursement processes. Figure 1 illustrates the processes as described below. This memo and input received from the Regional Park and Open Space District (RPOSD) and Steering Committee will serve to inform the development of the Grant Procedural Guide, inclusive of the Eligibility, Application and Reimbursement processes, to be provided to all potential applicants for Measure A funds.

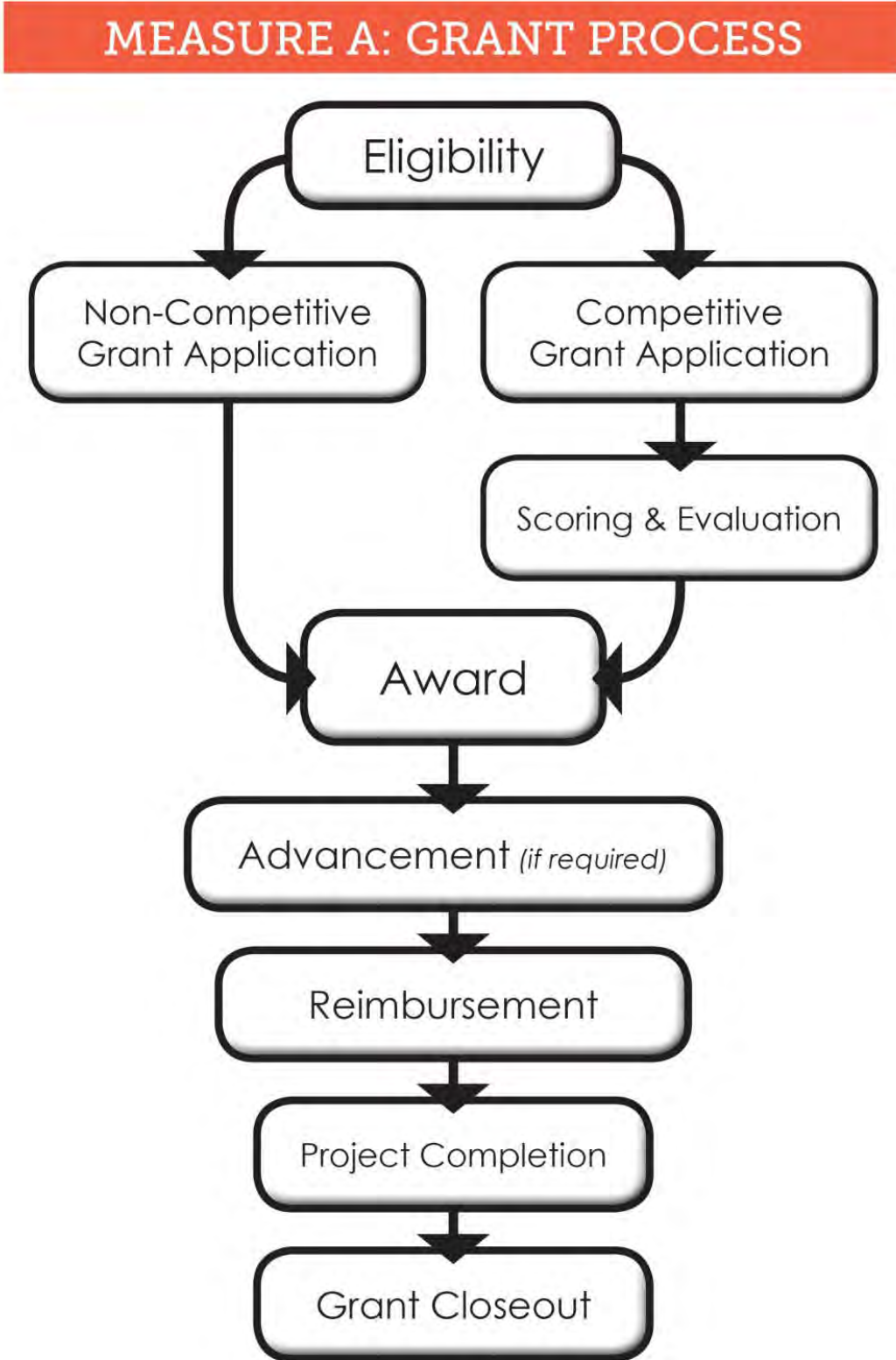
### Eligibility Process

Prior to applying for Measure A funds, applicants must establish eligibility with RPOSD. The goals of the eligibility process include: 1) to create a profile and identify a point of contact for every agency or organization that will apply for Measure A funds, 2) to reduce barriers in the application process, and 3) to help identify those jurisdictions that may need technical assistance in the application process. All Measure A applicants shall complete the eligibility process regardless of whether the grant category is competitive, allocated by the Per Capita and Structural Improvements Formula, or is a Measure A carve-out. Once eligibility is established, the applicant would need to refresh or update its profile every three (3) years to maintain eligibility.

The Measure A eligibility process is as follows:

- **Attend an Eligibility Meeting.** The first step in the eligibility process will be to attend a grant eligibility meeting. RPOSD will facilitate both an in-person meeting and a webinar to accommodate the schedules of all applicants. Eligibility meetings will be held at a centrally located venue in each of the five Supervisorial Districts. At the eligibility meeting, RPOSD staff will walk participants through the eligibility process and be available to answer questions.
- **Technical Assistance.** Applicants will be asked whether they desire technical assistance to complete the grant application once eligibility is completed. RPOSD staff will work closely with those applicants that request technical assistance. Further details about technical assistance will be discussed at the June 29 Steering Committee meeting.
- **Undertake a Public Outreach Process.** All applicants shall hold a community outreach event or confirm the community's park and recreation priorities, and brainstorm ideas for future park and recreation improvements. If an applicant is a non-profit applying for funding on an agency's behalf or to be used for projects in that agency's jurisdiction, the event must be held with the agency's support or approval. Applicants must demonstrate proof of outreach such as advertisements, copies of flyers, social media

FIGURE 1 – MEASURE A GRANT PROCESS



posts, etc. In addition, applicants shall document the number of attendees and submit a summary of the meeting’s outcomes.

- **Review RPOSD Contract Terms.** Applicants shall review the RPOSD contract language and be ready to accept the contract terms and conditions. Should the jurisdiction object to any of the contract terms and conditions, applicants shall document the portion(s) of the contract that are unacceptable, identify why they are unacceptable, and suggest revised contract language. If the District and applicant cannot come to an agreement on the contract terms, it may be determined that the applicant is ineligible to apply for grant funds.
- **Secure Proof of Jurisdiction Support (as applicable).** If the applicant is a City, County, or other public jurisdiction, they must demonstrate proof of support to apply for, accept, and administer Measure A grant funds from an authorized representative of the organization. Each organization may define an authorized representative differently. This could entail a letter from the City Manager or the Director of the County Department of Parks and Recreation. Alternatively, applicants may provide an authorizing resolution from their governing body (City Council, Board of Directors, etc.).
- **Review and Update Park Needs Assessment Data.** The applicant shall document the project’s consistency with the Park Needs Assessment. In addition, if applicable, the applicant shall review the Park Needs Assessment, note any changes that have occurred (i.e., new parks and/or facilities, closures, etc.), and submit the updates to RPOSD.

### Application Process

This section provides an overview of the application process for competitive and non-competitive grants. Table 1 identifies the non-competitive and competitive grants by grant type.

**TABLE 1 OVERVIEW OF MEASURE A COMPETITIVE AND NON-COMPETITIVE GRANTS**

NON-COMPETITIVE GRANT ALLOCATIONS		COMPETITIVE GRANT ALLOCATIONS	
Category 1	All grants	Category 3	Recreation Access grants
Category 2	All grants	Category 3	General Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection grants
Category 3	Grants to LA County Department of Beaches and Harbors	Category 4	Recreation Access grants
Category 4	Grants to LA County Department of Parks and Recreation	Category 4	Los Angeles County Cultural Facilities grants
		Category 4	General Regional Recreational Facilities and Multi-use Trails grants
		Category 5	All grants

### Competitive Grants

RPOSD will award grants in Categories 3, 4, and 5 on a competitive basis. Once eligibility has been established, applicants may apply for funding. RPOSD will publish a grant funding calendar by grant category (i.e., Categories 3, 4, or 5) so applicants have sufficient time to prepare prior to the grant application period.

**Applicants must complete the following steps:**

- **Attend a Grant Application Meeting.** All applicants will be required to attend a grant application meeting. A grant application meeting will be held for each grant program. Applicants can choose to attend the meeting in-person or via a webinar. The grant application meetings will be held at a centrally located venue in each of the five Supervisorial Districts. At the grant application meeting, RPOSD staff will walk applicants through the goals of the grant program, application requirements, and respond to questions.
- **Submit Electronic Application.** RPOSD will administer the application process electronically through a grant web portal. The application will require such things as the project description, budget, schedule, project location map, site plans, acquisition schedule (if applicable), permit status (if applicable), CEQA status (if applicable), maintenance and operation feasibility, and consistency with the Park Needs Assessment.

#### *Non-competitive Grants (Annual Allocation)*

RPOSD will award Category 1 and 2 grants based on the Per Capita and Structural Improvements Formula on an annual basis. Only incorporated Cities and the County of Los Angeles will receive the funds for these two categories. The non-competitive application process is the same as the competitive application process as described above with the caveat that applicants will not be required to attend the grant application meeting.

### **Approval Process**

This section provides an overview of the approval process for competitive and non-competitive grants.

#### *Competitive Grants*

RPOSD will form and convene a grant review panel to evaluate competitive grant applications for Categories 3, 4, and 5. The grant review panel will be composed of internal and external representatives. Panelists will be experienced with the grant subject matter and could include academics, jurisdictions, and/or districts that are not eligible for the round of funding being evaluated. The grant review panel will be consistent within each grant cycle. However, the panel will likely change for different funding cycles to ensure the panel's expertise matches the subject of the grant cycle.

The grant review panel will evaluate the grant applications against the established scoring criteria. The applicants with the highest scores will receive funding. The number of grants awarded will be dependent upon the funding pool for the grant cycle and maximum grant amount.

#### *Non-competitive Grants*

RPOSD will review non-competitive grant applications to ensure proposed projects are eligible for funding, consistent with the programs' goals, and have complete applications. RPOSD will assign a grant manager to help each applicant through the application and approval process.

### **Advancement**

Some jurisdictions may require an advancement of funds to begin their project. Grantees may require cash advancements when a project's initial investment exceeds a jurisdiction's ability to front costs prior to receiving funding. Measure A allows RPOSD to advance up to 50 percent of the grant award if it satisfies the one or both of the following criteria:

- The project applicant would require advanced payment to implement the project.

- The grant award is less than \$500,000.
- Recipients must return any unused portion of advanced grant funds to RPOSD within 60 days after project completion.

Grantees must provide proof of jurisdictional support, either by a City Council or Board resolution, for the advancement request. RPOSD will provide additional draft guidance on what types of grantees and grant projects will be eligible for advancement and the fiscal controls that will be enacted to ensure advanced funds are spent in an appropriate manner, to be discussed in detail at the January 25, 2018 Steering Committee meeting.

## Reimbursement

RPOSD will reimburse awardees for eligible project costs that are incurred within the grant contract period.

In general, eligible project costs fall into four categories:

1. **Development.** Development costs include those necessary to complete the construction of a project.
2. **Acquisition.** Acquisition costs are those costs related to the purchase of property.
3. **Administration.** Administration costs range from staff time, consultant fees, and costs incurred by youth and veteran job training programs, these costs would be no greater than 25%.
4. **Outreach/Community Engagement.** Community Engagement costs include those necessary to provide ongoing updates of the project to community members within a 10-minute walk or to whom it serves if it is a regional project. Reimbursable community engagement costs will be capped at a set percentage of the total grant award. This cap will be discussed at the January 25, 2018 Steering Committee meeting.

RPOSD will reimburse eligible costs only if they are incurred within the grant contract period. Grantees must submit a Payment Request Form and supporting back-up material to be reimbursed.

Not all costs associated with project implementation will be eligible for reimbursement. Expenses such as office furniture and construction equipment purchases, costs incurred during the grant application phase, publicity expenses, and interest expense are ineligible.

## Completion of Project and Close-out of Grant

RPOSD will work with the grantee to close out the grant once the project is completed.

In general, close-out includes the following:

1. Final Site Visit.
2. Final documents such as:
  - Change order summary.
  - Notice of Completion recorded with the Los Angeles County Registrar-Record/County Clerk, for applicable construction contracts.
  - Project Certification Form to verify amounts and sources of RPOSD and other funding spent on the project.
  - Property Conveyance Document, Closing Escrow Statement, Policy of Title Insurance or Title Abstract, and Final Relocation Documents (if applicable) for a project that includes land acquisition.

Please note that the final document list above is not exhaustive and will be expanded during the development of the Grant Procedural Guide.

1. Final Payment: Final payment of retained funds.
2. Opening Community Event.



**Table 2: Estimated M & S Distribution  
(Agenda Item 4)**

**Per Section 6(e)(2) of Measure A**

**^Square Footage Estimate:** Of the 6,453,696,929 sf used to calculate the estimated 2018 tax, approximately 2.4% do not have a spatial reference and thus cannot be associated with any given city. For this round of M&S distribution estimates, the Per Capita Improvements formula (using known population and square footage) was used to calculate an allocation ratio for each city. This ratio was applied to the total available amount to estimate the M&S distribution for each city. It is anticipated that the spatial references will be resolved with the release of the 2017 Assessor Tax Roll and M&S distribution estimates will be updated then.”

**Data Sources:** Los Angeles County Assessor Tax Roll 2015 (for spatial location), 2016 Trauma Tax database (revised by David Taussig & Associates based on Measure A language, May, 2017), Study Area population from Los Angeles County Population Estimates (2014 Census ACS)

**\*Allocation Ratio:** Percent of total funds being distributed based on Measure A allocation parameters.

<b>Total Available for M&amp;S (15%):</b>	<b>100.00%</b>	<b>\$14,230,401.73</b>
To Cities:	50.85%	\$7,236,159.28
To Agencies	49.15%	\$6,994,242.45

Recipients (City & Agencies)	Type of Recipient	Total Population (2014)	^Total Sq Ft (Estimate)	*Allocation Ratio (Estimate)	Allocation \$ Amount (Estimate)
Agoura Hills	City	20,607	20,503,247	0.14%	\$ 19,542.13
Alhambra	City	84,903	45,795,666	0.45%	\$ 64,436.62
Arcadia	City	57,639	49,856,419	0.36%	\$ 51,545.96
Artesia	City	16,775	8,622,326	0.09%	\$ 12,554.24
Avalon	City	3,821	2,740,346	0.02%	\$ 3,182.46
Azusa	City	45,114	27,911,038	0.25%	\$ 35,725.97
Baldwin Park	City	76,853	28,868,067	0.37%	\$ 53,095.38
Bell	City	36,135	13,903,465	0.18%	\$ 25,101.82
Bell Gardens	City	42,726	12,196,934	0.20%	\$ 27,916.78
Bellflower	City	77,502	31,171,748	0.38%	\$ 54,400.05
Beverly Hills	City	34,736	53,577,172	0.29%	\$ 40,845.89
Bradbury	City	1,093	1,443,885	0.01%	\$ 1,184.58
Burbank	City	105,644	88,979,090	0.66%	\$ 93,478.43
Calabasas	City	23,750	25,175,118	0.16%	\$ 23,164.84
Carson	City	92,675	85,626,375	0.60%	\$ 85,149.90
Cerritos	City	49,853	48,093,426	0.33%	\$ 46,649.64
Claremont	City	35,931	29,870,594	0.22%	\$ 31,629.99
Commerce	City	13,127	50,362,678	0.20%	\$ 27,954.81
Compton	City	97,801	48,924,721	0.51%	\$ 72,634.21
Covina	City	48,408	31,695,987	0.27%	\$ 39,060.73
Cudahy	City	24,164	6,632,465	0.11%	\$ 15,678.13
Culver City	City	39,853	38,030,850	0.26%	\$ 37,119.54
Diamond Bar	City	55,904	40,370,167	0.33%	\$ 46,674.83
Downey	City	113,741	60,906,004	0.61%	\$ 86,138.25
Duarte	City	21,641	12,816,439	0.12%	\$ 16,899.67
El Monte	City	114,813	46,357,967	0.57%	\$ 80,663.93
El Segundo	City	16,981	36,714,789	0.17%	\$ 24,342.28
Gardena	City	60,257	39,429,678	0.34%	\$ 48,611.52
Glendale	City	196,559	125,739,218	1.11%	\$ 157,373.78
Glendora	City	51,524	34,269,353	0.29%	\$ 41,796.45
Hawaiian Gardens	City	14,291	4,866,639	0.07%	\$ 9,664.76
Hawthorne	City	87,005	44,482,731	0.46%	\$ 65,014.82
Hermosa Beach	City	19,747	15,301,538	0.12%	\$ 16,919.95

**Table 2: Estimated M & S Distribution  
(Agenda Item 4)**

Recipients (City & Agencies)	Type of Recipient	Total Population (2014)	^Total Sq Ft (Estimate)	*Allocation Ratio (Estimate)	Allocation \$ Amount (Estimate)
Hidden Hills	City	1,923	3,274,849	0.02%	\$ 2,389.61
Huntington Park	City	58,941	22,434,954	0.29%	\$ 40,843.21
Industry	City	788	71,838,803	0.21%	\$ 30,284.37
Inglewood	City	112,172	54,598,211	0.58%	\$ 82,677.15
Irwindale	City	1,478	13,958,808	0.05%	\$ 6,592.92
La Canada Flintridge	City	20,571	20,554,471	0.14%	\$ 19,544.17
La Habra Heights	City	5,461	5,579,521	0.04%	\$ 5,239.50
La Mirada	City	49,180	38,596,393	0.30%	\$ 42,342.00
La Puente	City	40,333	13,759,266	0.19%	\$ 27,286.64
La Verne	City	32,105	22,567,892	0.19%	\$ 26,548.39
Lakewood	City	81,302	41,847,538	0.43%	\$ 60,870.09
Lancaster	City	160,240	99,569,131	0.89%	\$ 127,074.40
Lawndale	City	33,235	12,272,787	0.16%	\$ 22,873.26
Lomita	City	20,666	10,874,727	0.11%	\$ 15,571.16
Long Beach	City	471,202	238,057,436	2.47%	\$ 350,921.69
Los Angeles	City	3,917,902	2,378,666,017	21.67%	\$ 3,083,791.76
Lynwood	City	71,145	23,112,409	0.33%	\$ 47,650.81
Malibu	City	12,848	16,899,336	0.10%	\$ 13,895.09
Manhattan Beach	City	35,476	35,328,961	0.24%	\$ 33,655.90
Maywood	City	27,711	6,941,612	0.12%	\$ 17,703.30
Monrovia	City	37,285	25,578,443	0.21%	\$ 30,569.98
Montebello	City	63,648	38,292,997	0.35%	\$ 49,952.26
Monterey Park	City	61,844	36,265,348	0.34%	\$ 48,144.73
Norwalk	City	106,629	41,362,111	0.52%	\$ 74,211.01
Palmdale	City	154,051	94,728,285	0.86%	\$ 121,752.50
Palos Verdes Estates	City	13,704	15,842,621	0.10%	\$ 13,913.54
Paramount	City	55,081	25,596,867	0.28%	\$ 40,093.57
Pasadena	City	141,289	115,189,895	0.87%	\$ 123,434.08
Pico Rivera	City	63,865	32,353,633	0.33%	\$ 47,599.33
Pomona	City	151,726	79,476,864	0.80%	\$ 114,169.52
Rancho Palos Verdes	City	42,372	38,336,309	0.27%	\$ 38,593.49
Redondo Beach	City	67,722	52,804,788	0.41%	\$ 58,163.19
Rolling Hills	City	1,902	2,829,544	0.02%	\$ 2,193.27
Rolling Hills Estates	City	8,247	9,465,807	0.06%	\$ 8,344.82
Rosemead	City	54,742	23,404,584	0.27%	\$ 39,000.98
San Dimas	City	34,299	26,198,910	0.21%	\$ 29,231.32
San Fernando	City	24,286	11,751,382	0.13%	\$ 17,871.27
San Gabriel	City	40,179	21,909,815	0.21%	\$ 30,592.44
San Marino	City	13,391	14,142,282	0.09%	\$ 13,039.35
Santa Clarita	City	221,018	150,187,475	1.27%	\$ 180,615.58
Santa Fe Springs	City	17,630	60,506,795	0.24%	\$ 34,579.52
Santa Monica	City	92,529	84,747,241	0.60%	\$ 84,706.38
Sierra Madre	City	11,119	8,606,343	0.07%	\$ 9,523.20
Signal Hill	City	11,481	11,638,521	0.08%	\$ 10,977.23
South El Monte	City	20,517	18,220,246	0.13%	\$ 18,545.23
South Gate	City	96,297	36,743,844	0.47%	\$ 66,766.46
South Pasadena	City	25,854	17,724,506	0.15%	\$ 21,192.72
Temple City	City	36,352	19,692,861	0.19%	\$ 27,624.47
Torrance	City	147,865	118,463,985	0.90%	\$ 128,311.69
Vernon	City	223	48,199,069	0.14%	\$ 20,155.27

**Table 2: Estimated M & S Distribution  
(Agenda Item 4)**

Recipients (City & Agencies)	Type of Recipient	Total Population (2014)	^Total Sq Ft (Estimate)	*Allocation Ratio (Estimate)	Allocation \$ Amount (Estimate)
Walnut	City	30,093	22,272,465	0.18%	\$ 25,349.97
West Covina	City	107,812	58,708,771	0.58%	\$ 82,054.50
West Hollywood	City	35,375	33,325,403	0.23%	\$ 32,769.03
Westlake Village	City	8,407	13,662,334	0.07%	\$ 10,174.78
Whittier	City	86,604	52,263,571	0.48%	\$ 68,034.85
Department of Beaches and Harbors	County Dept	-	-	10.50%	\$ 1,494,192.18
Department of Parks and Recreation	County Dept	-	-	13.50%	\$ 1,921,104.23
Department of Public Works	County Dept	-	-	3.00%	\$ 426,912.05
Baldwin Hills Regional Conservation Authority	Local Agency	-	-	1.00%	\$ 142,304.02
Los Cerritos Wetlands Authority	Local Agency	-	-	0.50%	\$ 71,152.01
Mountains Recreation & Conservation Authority	Local Agency	-	-	8.00%	\$ 1,138,432.14
Puente Hills Native Habitat Authority	Local Agency	-	-	2.00%	\$ 284,608.03
Santa Clarita Watershed Recreation & Conservation Authority	Local Agency	-	-	1.00%	\$ 142,304.02
Watershed Conservation Authority	Local Agency	-	-	5.15%	\$ 732,865.69
Unallocated (Non-Profits/Community Based Organizations)	Local Agency	-	-	4.50%	\$ 640,368.08
<b>TOTAL</b>				<b>100.00%</b>	<b>\$ 14,230,401.73</b>



## MEMORANDUM

DATE May 18, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Mtg. 2, Agenda Item 5a: Measure A Funds Associated with Unincorporated Islands Within City Study Areas

There are a total of 188 study areas identified in the Los Angeles Countywide Comprehensive Parks and Recreation Needs Assessment of 2016 (Needs Assessment). Study Areas were created to account for existing jurisdictional boundaries such as supervisorial districts, city borders, County planning areas, and total population. Sections 5(b)(1) and 5(b)(2) of Measure A explicitly direct that Category 1 and 2 funds are to be directed to the 188 study areas.

There are a total of 21 study areas that are made up primarily of lands within the city but which also contain slivers or islands of unincorporated land that are under the jurisdiction of Los Angeles County. These unincorporated areas were included in city study areas as part of the Needs Assessment process that defined the individual study areas. Each of these study areas have relatively small populations, and the people who live in them generally utilize park and recreation services in the adjacent city. The attached lists and maps show the locations of these “combined” study areas and the amount of Category 1 and 2 Measure A funds associated with each of them.

The existence of these “unincorporated islands” raises the question of how Category 1 and 2 Measure A funds associated with these islands would be allocated. There are several factors that were considered when addressing this question.

First, it might appear that the funds generated in these areas would logically go to Los Angeles County, since these lands and their residents are under County jurisdiction.

However, the County generally has few parks or other facilities in these areas, and most residents in these areas probably find park services in adjacent city areas. Moreover, the amount of money in question in each area is relatively small, which suggests that it might be difficult for the County to effectively spend it within the study area, and might be another reason for the funds to remain with the corresponding city. These factors all suggest that the funds in question would more appropriately be distributed to the adjacent city.

Additionally, the Los Angeles Department of Parks and Recreation (DPR) was a key contributor to the definition of each study area and specifically looked at each of the 21 combined areas to evaluate the park and recreation services that DPR provided in each one. DPR helped to make the finding that the 21 combined study areas should be treated as being served by the city in question.

Most importantly, as noted above, Measure A is clear in stating that Category 1 and 2 funds are to be allocated by study area, and Measure A does not foresee splitting Category 1 and 2 funds from a single study among various agencies.

Given all these considerations, Measure A annual allocations associated with the unincorporated areas in the 21 “combined” study areas will remain with the corresponding city as defined in the Parks Needs Assessment.

**Table 3: Estimated Category 1 and 2 Allocation for Combined Study Areas**

**Note:** Values were generated using study area populations (2014 ACS) summarized through the Los Angeles County Park Needs Assessment and updated parcel square footages from the Trauma Tax (Measure B) database. Square footages relate only to the Assessor Parcels 2015 Roll. Of the 2,151,734 parcels, 2,995 do not have a spatial match and have been exclude from the square footages summary at this time. Square footages were also not factored into the allocation equation for State Board of Equalization Parcels (9,558,842 square feet) or records from the County Cross Reference Roll (103,969,696 square feet) since neither have a spatial reference at this time.

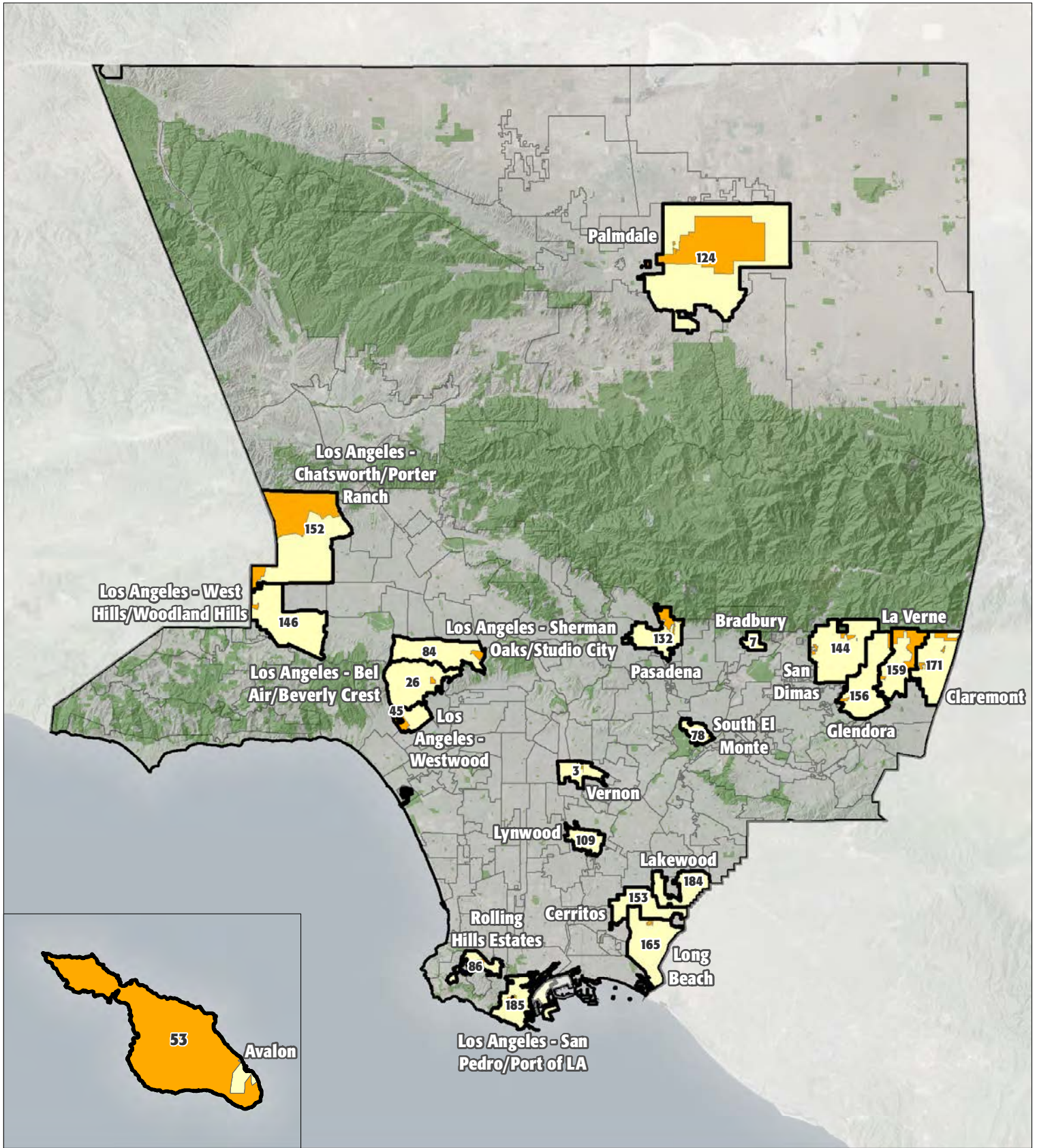
**Data Sources:** Los Angeles County Assessor Tax Roll 2015 (for spatial location), 2016 Trauma Tax database (revised by David Taussig & Associates based on Measure A language, May, 2017)




SA name	ID	Funds for Category 1 and 2 (Estimate)	Incorporated Population	Unincorporated Population	Incorporated Sq Footage (Estimate)	Unincorporated Sq Footage (Estimate)	% Funding Unincorporated Areas (Estimate)	Unincorporated \$ Amount (Estimate)	City \$ Amount (Estimate)
Avalon / Unincorporated Channel Islands North	53	\$14,549.24	3,821	368	2,740,346	301,871	9.199%	\$1,338.33	\$13,210.91
Bradbury / Unincorporated Bradbury	7	\$5,756.04	1,093	152	1,443,885	277,264	14.241%	\$819.70	\$4,936.33
Cerritos / Unincorporated Cerritos	184	\$195,664.34	49,853	577	48,093,426	215,464	0.842%	\$1,646.69	\$194,017.65
Claremont / Unincorporated Claremont	171	\$135,089.65	35,931	1,170	29,870,594	624,222	2.714%	\$3,666.80	\$131,422.85
Glendora / Unincorporated Glendora	144	\$175,926.25	51,524	642	34,269,353	620,967	1.422%	\$2,501.27	\$173,424.98
LA Bel Air - Beverly Crest / Unincorporated Hollywood Hills	26	\$102,404.39	20,661	17	32,442,465	0	0.036%	\$36.71	\$102,367.68
LA Chatsworth - Porter Ranch / UI Chatsworth / UI Northridge / UI Conoga Park / UI Porter Ranch-Oat Mountain	152	\$389,340.16	95,788	4,020	94,476,685	2,325,782	3.318%	\$12,920.11	\$376,420.06
LA San Pedro / LA Port of Los Angeles / UI La Rambla	185	\$259,769.79	81,090	1,933	42,759,265	1,250,494	2.481%	\$6,444.20	\$253,325.59
LA Sherman Oaks - Studio City - Toluca Lake - Cahuenga Pass / UI Universal City	84	\$318,468.01	80,764	0	79,336,359	941,854	0.519%	\$1,653.30	\$316,814.71
LA West Hills - Woodland Hills / UI Conoga Park - West Hills	146	\$355,340.43	89,508	793	88,681,113	658,701	0.816%	\$2,900.31	\$352,440.12

**Table 3: Estimated Category 1 and 2 Allocation for Combined Study Areas**

SA name	ID	Funds for Category 1 and 2 (Estimate)	Incorporated Population	Unincorporated Population	Incorporated Sq Footage (Estimate)	Unincorporated Sq Footage (Estimate)	% Funding Unincorporated Areas (Estimate)	Unincorporated \$ Amount (Estimate)	City \$ Amount (Estimate)
LA Westwood / Unincorporated Sawtelle VA Center	45	\$327,193.92	52,621	876	38,634,023	48,078	1.084%	\$3,546.69	\$323,647.23
La Verne / Unincorporated La Verne / Unincorporated Claremont	159	\$118,116.67	32,105	2,343	22,567,892	1,580,285	6.708%	\$7,923.83	\$110,192.83
Lakewood / Unincorporated Lakewood	153	\$252,696.63	81,302	183	41,847,538	57,679	0.199%	\$503.83	\$252,192.81
Long Beach East / Unincorporated Long Beach	165	\$262,941.24	77,706	1,431	49,829,913	853,317	1.766%	\$4,643.76	\$258,297.48
Lynwood / Unincorporated Lynwood	109	\$342,469.60	71,145	0	23,112,409	0	0.000%	\$0.00	\$342,469.60
Palmdale - Eastside / Unincorporated South Antelope Valley	124	\$300,766.46	96,113	2,308	47,620,980	459,679	1.955%	\$5,880.84	\$294,885.62
Pasadena - Eastside / Unincorporated Kinneloa Mesa	132	\$207,091.68	58,215	1,291	41,960,674	1,492,811	2.636%	\$5,458.30	\$201,633.39
Rolling Hills Estates / Unincorporated Westfield	86	\$42,147.77	8,247	1,944	9,465,807	1,782,008	17.559%	\$7,400.91	\$34,746.86
San Dimas / Unincorporated San Dimas	156	\$124,011.72	34,299	774	26,198,910	523,583	2.112%	\$2,619.68	\$121,392.04
South El Monte/ Unincorporated El Monte/ Unincorporated Whittier Narrows	78	\$81,851.99	20,517	1,823	18,220,246	431,171	5.821%	\$4,764.45	\$77,087.54
Vernon / Unincorporated Vernon	3	\$85,100.49	223	0	48,199,069	1,882	0.004%	\$3.30	\$85,097.19
<b>TOTAL</b>		<b>\$4,096,696.46</b>	<b>1,042,525</b>	<b>22,643</b>	<b>821,770,952</b>	<b>14,447,111</b>	<b>1.972%</b>	<b>\$80,801.40</b>	<b>\$4,015,895.06</b>

# Category 1&2 Estimated Funding Allocation (2018)



-  Combined City/Unincorporated Study Areas
-  Unincorporated Portion of Study Area
-  Incorporated Portion of Study Area

Combined Study Areas





## MEMORANDUM

DATE May 18, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Mtg. 2, Agenda Item 5b: Sharing Funds Among Study Areas

This agenda item considers the potential sharing of Category 1 and 2 funds between study areas or jurisdictions, and of Maintenance and Servicing Funds among cities.

### Category 1 and 2 Funds

Under Measure A, Categories 1 and 2 represent relatively fixed funding allocations that are to flow to and be expended within specific study areas.

Staff and consultants believe that there may be cases in which cities or the County will want to share funds among their study areas, or even with study areas in adjacent jurisdictions. An example would be if several cities wanted to build a single swim center to serve their combined residents, or if a city (such as Los Angeles) wanted to build a large facility that would serve residents from several of its study areas.

Staff and consultants believe that there are solid reasons to allow for sharing of Category 1 and 2 funds among study areas and cities, provided that a clear benefit can be shown to accrue to the residents of the study area or jurisdiction that is transferring its funds. With that in mind, staff and consultants recommend the following policy:

**RECOMMENDATION:** A city or the County may elect to use Category 1 or Category 2 funds that are associated with one study area for use in another study area, or to transfer funds from itself to an adjacent jurisdiction, provided that:

1. The “receiving” study area is adjacent to the “sending” study area, and
2. The Regional Park and Open Space District (RPOSD) finds, through the grant making process, that the intended use of the funds will benefit the residents of the “sending” study area.

### Maintenance and Servicing Funds

Maintenance and Servicing (M&S) funds represent relatively fixed allocations for expenditure by specific recipients for the purposes of offsetting the increased costs of maintaining projects in perpetuity.

As with Category 1 and 2 funds, staff and consultants believe that there may be cases in which designated recipients will want to share M&S funds with adjacent jurisdictions. For example, there are some cities that do not have completed RPOSD grant-funded projects that will qualify for M&S funds, and/or that may elect to share their M&S funds with other eligible recipients who have current and/or future projects funded by RPOSD grants.

Therefore, staff and consultants believe that there are solid reasons to allow for sharing of M&S funds among eligible recipients, provided that a clear benefit can be shown to accrue to the residents of the jurisdiction that is transferring its funds. With that in mind, staff and consultants recommend the following policy:

**RECOMMENDATION:** A designated recipient may elect to transfer its M&S funds to another eligible recipient, provided that:

1. The “receiving” entity operates completed RPOSD-funded projects whose grant(s) are closed, and
2. The Regional Park and Open Space District finds, through the administrative review process, that the intended use of the funds will benefit the residents of the “sending” entity.



## RPOSD's Measure A Implementation Engagement Approach

RPOSD is committed to engagement with public agencies, non-profit organizations, and the general public, both during the implementation of Measure A and on an on-going basis. RPOSD has three goals for engagement efforts during the implementation of Measure A.

### Goal 1

Ensure that all potentially eligible public agencies and non-profit organizations are aware of Measure A and the funding opportunities it provides.

### Goal 2

Provide agencies and organizations an opportunity to give feedback on the processes and systems being developed to administer Measure A in the future.

### Goal 3

Inform the general public about Measure A, how it might affect their communities, and how they can get involved with their local park agencies.

RPOSD will use three tools to help achieve these goals.

### RPOSD Website

[www.rposd.lacounty.gov](http://www.rposd.lacounty.gov)

The site will be updated regularly to keep visitors informed about the progress of the implementation process. The site will document the implementation process, providing transparency and information in the form of documents, presentations, and an events calendar.

#### *Timeline*

- Website is currently up to date, redesign to be launched June/July

### Social Media Initiative

RPOSD will utilize various social media platforms to raise general awareness of Measure A and RPOSD, drive traffic to the RPOSD website so people can access the resources there, and serve as a catalyst for local-level community engagement.

#### *Timeline*

- RPOSD already has an active presence on Facebook, Twitter and Instagram. New initiative to be launched June/July

## Meetings

RPOSD will hold a series of meetings for potentially eligible agencies and organizations, and a series of meetings for the general public.

*AGENCY MEETINGS* are designed to ensure that all potentially eligible agencies and organizations are aware of funding processes and timeline, and to solicit feedback on the systems and processes being developed for the future Administration of Measure A.

### *Timeline:*

- Spring 2017 - Park Funding 101: General overview of Measure A (Completed)
- Fall 2017 - Park Funding 102: Draft grant guidelines (projected September / October)
- Spring 2018 - Park Funding 103: Application process and calendar (projected February / March)

*COMMUNITY MEETINGS* will be designed to inform the public about Measure A, how it may affect their communities, and how to get involved with their local park agencies as they prepare to apply for and spend Measure A funds. Thirty (30) meetings will be held countywide, with exact locations to be determined. RPOSD will work with local park agencies and community based organizations for help with outreach and meeting facilitation. CBOs will receive a \$5,000 stipend per meeting.

### *Timeline:*

- Spring 2018 (projected March / April)



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #2  
May 25, 2017 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Manal Aboelata	Hugo Garcia	Delia Morales
Greg Alaniz	Karen Ginsberg	Sussy Nemer
Jean Armbruster	Mark Glasscock	Bonnie Nikolai
Jean Beesley	Michael Hughes	Dilia Ortega
John Bwarie	John Johns	Ronda Perez
Scott Chan	Tori Kjer	Stefan Popescu
Maria Chong-Castillo	Kim Lamorie	Barbara Romero
Cheryl Davis	Clement Lau	Jeff Rubin
Reuben De Leon	Amy Lethbridge	Bruce Saito
Reyna Diaz	Linda Lowry	Keri Smith
Jay Duke	Norma Martinez	Brian Stiger
Hugo Enciso	Michael McCaa	Stephanie Stone
Belinda Faustinos	Sandra McNeill	Katy Young
Esther Feldman	Cara Meyer	

**RPOSD Staff in Attendance:** Rocio Diaz, Agie Jordan, Sara Keating, Arcy Navarette, Warren Ontiveros, Sok Tay, Ani Yeghiyan

**PlaceWorks Staff in Attendance:**

David Early, C.C. LaGrange, Jessica Wuyek

**Agenda Item: Background Information**

1. *Question:* When the inventory was done, did it include joint-use agreements with schools?  
*Response:* It did not evaluate the details of any joint-use agreement because they tend to have complicated arrangements. Facilities available to the public through a joint-use agreement were included in the total park acreage and amenities matrix, when identified by the reporting agency.
2. *Question:* Can you talk more about the 2/3 weighting formula?  
*Response:* The idea behind the 2/3 weighting formula is that areas that are more densely populated use their parks and amenities at a higher rate than less populous area and thus have higher maintenance and replacement rates.

### **Agenda Item: Future Steering Committee Meeting Topics and Schedule**

1. *Question:* What specifically will be covered in the March 2018 meeting regarding equity?  
*Response:* We will present a methodology memo that describes a researched approach to equity and how this project will ensure equitable distribution of funds with a way to track and report.  
*Comment:* Because this item is crucial, I propose an earlier discussion, perhaps September.  
*Response:* Yes, equity is the main item on the September agenda, and will be supported by the release of a park equity background memo this summer. The March meeting will formalize the discussions that take place over the course of multiple steering committee meetings into a methodology that details RPOSD's approach to equity in the administration of Measure A.
2. *Comment:* Let's also consider moving some of these steering committee meetings to other venues throughout the area, particularly in areas of high need.  
*Response:* Many people come from Central Los Angeles so we would like to keep the location central. Holding the meetings in one consistent location also makes it easier for SC members to remember where they need to be and reduces confusion. If a number of people share this sentiment, email Jane Beesley or Warren Ontiveros and we will consider that option.
3. *Comment:* Maybe we could do weekend field visits to various sites.
4. *Question:* Are subcommittee meetings subject to Brown Act? If not, maybe we could hold those meetings around the County?  
*Response:* We are not doing subcommittee meetings but if we were, they would be subject to the Brown Act.

### **Agenda Item: Overview of Granting Process**

1. *Question:* Is technical assistance available to help teach agencies about durable materials and other solutions that meet their needs?  
*Response:* Yes, that's exactly the type of thing that could be covered under technical support. We want people to be informed, so technical assistance would include providing education as well as administration assistance.
2. *Question:* Is the eligibility process recurring or one-time?  
*Response:* We envision it as a recurring process, as several of the items suggested as required for eligibility will need to be updated over time. We have not determined how often eligibility would need to be updated.  
*Comment:* There is always a year or two delay between eligibility and project implementation, I'd like to push for a more frequent process.  
*Comment:* It sounds like a very extensive administrative process. We want to be careful what we require so that it doesn't prevent people from getting work done in the field. We should have a checklist of 5 things that they can easily check off to meet eligibility. If they have to renew every 2 years, it becomes an arduous task.  
*Response:* Two things are being confused here. We don't want anyone to wait 2 years before they can begin projects – eligibility can be established at any time. We don't want a delay between eligibility and implementation. We want them to move through immediately. We want the eligibility to stay on record for a pre-determined amount of time.  
*Comment:* It reads as though it's a one-time eligibility.  
*Response:* There are things we will want updated regularly, like engagement. If study areas go more than 2 or 3 years without updating engagement to maintain eligible status, it may not serve the community well if the community voice isn't updated. A time cycle will be identified to determine how often we will require updated engagement and updated paperwork.

*Comment:* Each new project should automatically trigger a new community engagement process. There should be engagement for each specific project, regardless of timeline.

*Comment:* Agree with the previous comment. We don't want to give false expectations to the community. If we're going back out the community with new ideas, the community might get false hope. If they're doing engagement every X years but there is still a project in progress or stalled, it may hurt their confidence.

3. *Question:* To clarify, will there be outreach related to awareness of grant program eligibility and a separate process for specific projects?

*Response:* That is one possibility. There may not be a separate process for Categories 1 & 2, especially for those agencies receiving very small allocations.

4. *Comment:* We should sketch out RPOSD's expectations of the outreach process. We need to encourage support for future park funding. We need to have a strong outreach process associated with each project. I encourage you to consider that.

*Comment:* The whole process should be driven by public input. Period. Annual is too often. If you have the funding for the project, THEN you do engagement. Don't require engagement if we don't have money. You want the constituents to drive the projects.

*Comment:* It is critical for RPOSD to develop guidance about how outreach is done. Not just when but also, how it's done.

5. *Question:* For competitive grants, will there be any way to prioritize the high need areas in the grant process?

*Response:* We assume yes, and we'd love to hear your input. As we create the processes, some, if not all, categories will contain a scoring component that gives a bonus to higher need areas. We don't want to make it impossible for lower need areas to get funding but we do want higher need areas to get the funding they need.

6. *Comment:* Taking into consideration the bonding feature of the measure and the agencies that are getting less, bonding can be a way to get them more. However, they'll probably never get to the millions required of some of these projects.

*Response:* We haven't gotten those numbers yet. Bonding should produce something like 10-15 times the annual allocation.

7. *Comment:* I am proud of gold standard that is in place regarding equity. The reason it's important for outreach to be baked in is because a portion of that goes to high need areas and we won't move the equity needle if we don't build it in.

8. *Question:* Is it true that it's still hard for smaller cities to apply for eligibility and get in the queue? Is there a possibility for establishing a bench of non-profits to help and support cities early in the process?

*Response:* Yes, it's about ongoing engagement. Technical assistance needs to be defined and provided to agencies. Support from CBOs could encourage engagement. You are all here to provide input for what specifically we need to offer to agencies.

9. *Question:* The outreach for the Needs Assessment utilized contractors as CBOs for a small stipend. That model could work and support the need for CBOs to support cities. Will we talk more about engagement and technical assistance?

*Comment:* One place we're nudging up against is reconciling the Needs Assessment engagement piece back into the community organizations. It was a great process and helped pass the measure. We need to connect back into the communities, commissions, council members. Maybe there is a component built into the process where that type of engagement (commission and council) becomes a part of the structure and process. It could be a component of eligibility. When agencies and departments have staff changes, projects and efforts could be lost. Engaging the political leaders could foster stronger long-term involvement from local leadership and ensure that projects don't die due to administrative reasons.

*Comment:* It's not that cities don't want to do outreach, it's that they can't afford it. We need to spend time on the percentages. I prefer one discussion instead of brushing on 5 memos. If we don't do it collectively, we're not going to get to consensus. We need to spend time really digging into the allocations to make sure we can build. I would rather have less topics to review, I don't care about some of these topics. Send us emails on those things and dedicate more time to discussing allocations and engagement. What is eligible and what isn't.

10. *Comment:* Technical assistance is a key piece to this whole discussion. We need to talk a lot. We should break into small groups to talk just about technical assistance. There should be a flexible model of assistance. It's almost like mentoring. Cities may need help with administrative process down to materials. Cities and non-profits going after funding is very important. Maybe at next meeting we can spend a lot of time talking about it.

*Response:* One of the reasons for the summer memos is to bring everyone up to speed on where we are. We are considering all these components of equity.

11. *Question:* How will we consider collaboration across sectors?

*Response:* We see collaboration as a piece that we can support through technical assistance by funneling money to CBOs who implement outreach and other park projects.

12. *Comment:* Maybe we could bring together small groups during summer break months? Meetings could be optional, not mandatory. Interest?

*Response:* Everyone is interested, so we can do that.

13. *Comment:* Along with engagement process, I encourage you to explore looking at other items like M&S, public safety, and land tenure. These are vitally needed to make sure the project is a success.

14. *Question:* What happens to money that is collected in study areas that don't apply for or receive funding?

*Response:* Any interest accrued goes back into overall expenditure funds and is then distributed. We should treat it like a red flag if a city isn't using funds and then we can ask them why not and see if they can share it with another jurisdiction.

#### ***Agenda Item: Allocation Estimates***

1. *Question:* Do you have a timeline for when cities will start receiving money?

*Response:* Funds will be available July 2018.

2. *Question:* Can you clarify Table 1—monies must be spent within each respective study area?

*Response:* In general yes, the money must be spent in the study area.

*Question:* But that is not the case for Table 2, correct?

*Response:* Correct

#### ***Agenda Item: Allocation Process***

1. *Question:* I am concerned about sharing allocations between study areas of varying level of need. We can't allow high need areas to give away funds to low need areas.

*Response:* RPOSD will have to determine if the need is there and if it's appropriate. Any study area sharing funds with another must prove that sharing the funds will benefit their study area as well as the receiving study area.

*Comment:* We need to outline specific criteria for tracking requirements.

*Comment:* There are significant adjacency issues regarding level of need.

*Comment:* This loops back to eligibility. The process of sharing needs to be very transparent so that not only RPOSD can track it, but also communities can monitor.



2. *Comment:* Cities that have multiple study areas should be able to share funds within the city rather than keeping funds in each respective study area.
3. *Comment:* I'd like to take a look at how sharing can impact differences in race and ethnicity. This conversation is place-based. Let's review the Jennifer Wolch study to address racial inequities. We can't focus completely on geography, we need to consider race in addition to socio-economics.
4. *Comment:* We need think about sharing over time so we can build in flexibility that makes it easy to share funds over time so opportunities are maximized.
5. *Comment:* Should sharing of funds be allowed?  
*Response:* All members are in agreement.

### **Agenda Item: Engagement Approach**

1. *Question:* What languages will the website be available in? Will printed materials be available in different languages for those who don't have social media and internet?  
*Response:* We will probably use the 5 languages identified in the Needs Assessment: Spanish, Chinese, Korean, Armenian, and English. If other languages are requested, we can explore that option.
2. *Question:* Will there be direct outreach to establish a list of eligible community-based organizations? Social media is good for general public but it doesn't work if it's not targeted. Who are these organizations that could receive training and funding?  
*Response:* We will develop a list.
3. *Question:* Can you tell us about the Park Funding 101 meetings?  
*Response:* There have been nine total meetings and one more pending in Antelope Valley. They were well attended. Agencies had great questions about the processes. People indicated interest in giving input on grant process. They also want to help beta test technology. Many of the questions that have come up here, the agencies asked.

### **Public Comment**

1. *Question:* When will the grant amounts be set and discussed? What about project performance periods...will they be set in stone or extendable? If they are set, how long will that be? What about allocation grants? Regarding a list of non-profits, that came up in a grant meeting yesterday and LA County Department of Parks and Recreation thinks that's a great idea and would love a list of agencies.  
*Response:* Allocations will flow to cities and study areas based on projects they come up with. There won't be minimum and maximum numbers. Competitive grants will be done in cycles specific to project types (swimming pools, landscaping, recreation centers, etc.). Those cycles might have numbers attached but it's not developed yet. Timeframes will be similar but will be developed based on the grant cycles/calendar.
2. *Question:* Regarding the eventual discussion of equity methodology. This is intended to further guidance on the distribution of funding?  
*Response:* It is intended to document what we're doing regarding what we hope is an equitable approach to allocations and tracking measures to make sure we meet our goals. How we can get money into areas of high need.
3. *Question:* May we have access to a contact sheet of other steering committee members so we can network or does that violate the Brown Act?  
*Response:* You can communicate but do not email more than half the group, do not send chain emails as these are considered serial meetings and violate the Brown Act.

*Meeting Adjourned.*



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation: Steering Committee Meeting #3**

**June 29, 2017**

**9:30 AM – 12:00 PM**

**Kenneth Hahn Hall of Administration | Room 140 A&B  
500 W. Temple Street, Los Angeles, CA 90012**

**9:30 – 9:45 AM**

1. Summer Workshop Meetings (Information)

**9:45 – 11:00 AM**

2. Category 3 & 4 Competitive Grants Overview (Information)
3. Category 3 & 4 Grant Policies (Information and Comment)

**11:00-11:30 AM**

4. Category 5 Competitive Grants Overview (Information)
5. Category 5 Grant Policies (Information and Comment)

**11:30 – 11:45 AM**

6. Park Funding 102 Meetings (Information)

**11:45 – 12:00 PM**

7. Public Comment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please telephone the Los Angeles County Regional Park and Open Space District at (213) 738-2981 TDD: (213) 427-6118 FAX: (213) 385-0875.

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

**Next Steering Committee meeting is on Thursday, September 28, 2017 from 9:30am to noon  
Los Angeles River Center**



**1. MEETING LOGISTICS**  
**New and Changed Meeting Dates**

**Summer Workshop A: Funding in High Need Areas**  
 August 17<sup>th</sup> 1:00-5:00 pm  
 LA River Center

**Summer Workshop B: Technical Assistance**  
 September 7<sup>th</sup> 1:00-5:00 pm  
 LA River Center

**Steering Committee Meeting #5: Competitive Grants and Variable Allocations**  
 NEW DATE: October 19<sup>th</sup>  
 LA River Center




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**1. MEETING LOGISTICS**  
**Upcoming Discussions**

**Summer Workshop A: Funding in High Need Areas**  
 August 17<sup>th</sup> 1:00-5:00 pm  
 Memo Release: August 3<sup>rd</sup>

**Steering Committee Meeting #4: Bonding & Forwarding, and Funding in High Need Areas**  
 September 28<sup>th</sup> 9:30 am-12 noon  
 Memo Release: September 14<sup>th</sup>



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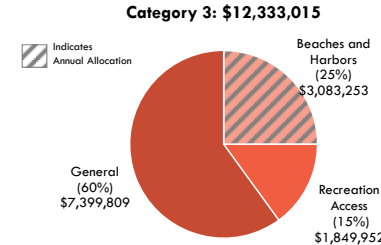
- Funding Categories
- Eligible Projects
- Available Funds

**2. COMPETITIVE GRANTS OVERVIEW**




**2. COMPETITIVE GRANTS OVERVIEW**  
**Category 3: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program**

**Category 3: \$12,333,015**



Category	Percentage	Amount
General	60%	\$7,399,809
Recreation Access	15%	\$1,849,952
Beaches and Harbors	25%	\$3,083,253
<b>Total</b>	<b>100%</b>	<b>\$12,333,015</b>



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2. COMPETITIVE GRANTS OVERVIEW

**Category 3: Recreation Access**

**Eligible Projects**

- Trails and walking paths that connect neighborhoods to parks and open space
- Interactive wayfinding, shuttles, and transit
- Interpretive educational elements
- Pedestrian and bicycle connectivity

**Category 3: \$12,333,015**

Category	Percentage	Amount
Recreation Access	1.5%	\$1,849,952
General	88.5%	\$10,483,063

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2. COMPETITIVE GRANTS OVERVIEW

**Category 3: General Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Grants**

**Eligible Projects**

- Riparian corridor improvements
- River and stream clean-up
- Beach and coastal watershed clean-up
- Recreational facilities
- Natural and cultural resource interpretive programs

**Category 3: \$12,333,015**

Category	Percentage	Amount
General	60%	\$7,399,809
Recreation Access	40%	\$4,933,206

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2. COMPETITIVE GRANTS OVERVIEW

**Category 4: Regional Recreational Facilities, Multi-use Trails and Accessibility Program**

**Category 4: \$12,333,015**

Indicates Annual Allocation

Category	Percentage	Amount
General	50%	\$6,166,508
Dept. of Parks and Recreation	25%	\$3,083,254
Cultural Facilities	10%	\$1,233,302
Recreation Access	15%	\$1,849,952

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2. COMPETITIVE GRANTS OVERVIEW

**Category 4: Recreation Access**

**Eligible Projects**

- Connectivity from areas of high and very high-need to beaches, regional, parks, and cultural facilities
- Temporary pop-up recreation programs
- Interpretive educational elements
- Pedestrian and bicycle connectivity

**Category 4: \$12,333,015**

Category	Percentage	Amount
Recreation Access	15%	\$1,849,952
General	85%	\$10,483,063

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2. COMPETITIVE GRANTS OVERVIEW

### Category 4: County Cultural Facilities

**Eligible Projects**

- Cultural exhibits or facilities that complement existing museums and/or education centers
- Interpretive features and environmental education
- Museums and/or cultural facilities of archeological, anthropological, or paleontological significance
- Facilities that support music, dance, theatre, creative writing, architecture, and other visual or creative arts

Category 4: \$12,333,015

Cultural Facilities (10%)  
\$1,233,302

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2. COMPETITIVE GRANTS OVERVIEW

### Category 4: General Regional Recreation Facilities, Multi-use Trails and Accessibility

**Eligible Projects**

- Regional parks, facilities, museums, and cultural facilities
- Multi-use sports facilities
- Multi-use trail connectivity for existing and future park facilities
- Multi-use trail and path projects that provide hiking, equestrian, bicycle, and ADA access
- Regional ecological, zoological, geological, and archeological projects

Category 4: \$12,333,015

General (50%)  
\$6,166,508

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2. COMPETITIVE GRANTS OVERVIEW

### Category 3 & 4 Combined

**Category 3 and 4 Combined: \$24,666,030**

Indicates Annual Allocation

- Applicants will apply for General, Recreation Access, or Cultural Facilities funds
- Grant Awards Selection committees will determine if funds are awarded from Category 3, 4, or both

General [VALUE]

[CATEGORY NAME] [VALUE]

[CATEGORY NAME] [VALUE]

[CATEGORY NAME] [VALUE]

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2. COMPETITIVE GRANTS OVERVIEW

### Category 5: Certification and Job Placement

Organizations that provide certifications and placement services, or apprenticeship opportunities for jobs and careers in parks and recreation fields.

**Eligible services and/or programs:**

- Arborist training and certification
- Landscape architecture certification
- Sustainability/LEED accreditation
- Apprenticeship programs
- Internship/entry level job placement

Category 5: \$3,605,035

Certification and Job Placement (20%)  
\$721,007

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2. COMPETITIVE GRANTS OVERVIEW

**Category 5: Education and Skills Training**

Organizations that provide education, skills training, and career pathway development to implement projects in the field of parks and recreation.

Eligible services and/or programs:

- Trade schools
- Job skills classes
- Internship/entry level job placement

Category 5: \$3,605,035

Education and Skills Training (80%)  
\$2,884,028

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2. COMPETITIVE GRANTS OVERVIEW

Questions?

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3. PROPOSED GRANT POLICIES

- Funds for Planning and Design
- Award Size
- Eligible Agencies
- Qualifying Expenses
- Grant Application Process
- Grant Cycles

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3. COMPETITIVE GRANT POLICIES

**Funds for Planning and Design**

Planning and design projects are essential to development of capital projects. Designating a portion of Category 3 and 4 funds for planning and design projects would provide resources for these types of projects.


<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>• Park or trail master plans</li> <li>• Open space and restoration plans</li> <li>• Capital improvement plans</li> <li>• Community outreach</li> <li>• Feasibility studies</li> <li>• Technical studies</li> </ul>	<p><b>Design</b></p> <ul style="list-style-type: none"> <li>• Park and trail design</li> <li>• Stormwater management design</li> <li>• Landscape design</li> <li>• Wayfinding and signage design</li> <li>• Open space and restoration design</li> <li>• Capital improvement design</li> </ul>
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3. COMPETITIVE GRANT POLICIES

### Funds for Planning and Design

- Do you agree that funds should be designated for planning and design grants?
- If so, how much should be designated?
- Do you agree that there should be maximum and minimum award sizes?
- Should there be any specific parameters to qualify projects for planning and design grants?



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3. COMPETITIVE GRANT POLICIES

### Award Size

Minimum award size helps avoid small projects that are challenging to administer and that could be funded through annual allocations.

Setting Minimums:

- \$50,000 set as minimum for all categories



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3. COMPETITIVE GRANT POLICIES

### Award Size

Maximum award size ensures that there are sufficient funds to distribute to multiple grantees.

Setting Maximums:

- No project applying for funds in the General category should receive more than 5% of total revenue
- Adjusted maximum to include cluster of Park Needs Assessment projects at \$7 million
- Maximum of \$7 million is about half of total funds available in the General Category
- Maximum then set at half of total funds available in all other categories
- Cultural facilities have higher maximum due to the high expected costs of these projects compared to the total funds available.



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3. COMPETITIVE GRANT POLICIES

### Award Size

Category	Total Available	Minimum Award	Maximum Award
General	\$13.5 million	\$50,000	\$7 million
Recreation Access	\$3.7 million	\$50,000	\$1.85 million
Cultural	\$1.2 million	\$50,000	\$1.2 million
Education & Skills	\$2.9 million	\$50,000	\$1.4 million
Cert. & Placement	\$721,000	\$50,000	\$350,000

*\*Numbers are approximate and may vary by year*



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3. COMPETITIVE GRANT POLICIES

**Award Size**

- Do you agree that there should be maximum and minimum award sizes?
- If so, do you agree with the recommended maximums and minimums?




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3. COMPETITIVE GRANT POLICIES

**Eligible Agencies**

**Public Agencies**  
Any governmental agency, special district, or joint power authority that is authorized to:

1. Acquire, develop, improve and restore real property for beach, wildlife, park, recreation, community, cultural, open space, water quality, flood control, or gang prevention and intervention purposes, OR;
2. Provide education and skills training or certification and placement services leading to careers in parks and recreation, OR;
3. Provide programs that increase access to public lands, park facilities, and park amenities



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3. COMPETITIVE GRANT POLICIES

**Eligible Agencies**

**Schools with Joint-use Agreements**  
Must be a school with an existing Park and Recreation Joint-Use Agreement

Additional Requirements:

- Agreement allows for public use and access of the site
- Agreement must be in place for a minimum number of years from the date of application
- Agreement must include the use of both indoor and outdoor facilities
- Must allow third parties to operate programs
- Applicable fees may not have differential rates




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3. COMPETITIVE GRANT POLICIES

**Eligible Agencies**

**Nonprofit Organizations**  
Must have a mission related to environmental protection and preservation; park, recreation or community services or facilities; gang prevention and intervention; environmental education and interpretation; tree-planting; conservation and preservation of lands; restoration of lands; job skills training and educational opportunities to young adults; or programs that increase access to public lands, park facilities, and park amenities

Additional Requirements:

- Proof of land tenure or written agreement with land owner or governing agency
- Proof of good tax standing (IRS Form 990)
- Verification of organization's purpose, programs and results, financials and operations
- Conservation corps must be certified by CCC



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3. COMPETITIVE GRANT POLICIES

Eligible Agencies

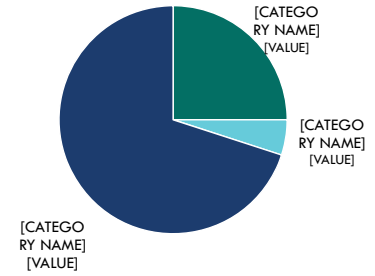
- Does the memorandum capture the appropriate range of eligible applicants?
- Are the requirements placed upon eligible agencies reasonable?
- What barriers do you foresee?
- What additional requirements should be added?

3. COMPETITIVE GRANT POLICIES

Qualifying Expenses – General and Cultural Facilities Grants

Qualifying Expenses Include:

- Development and Acquisition
- Administrative Costs
- Community Engagement

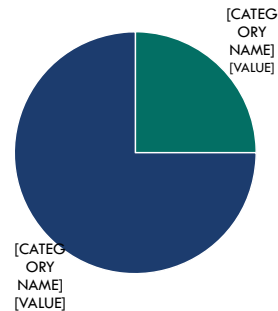


3. COMPETITIVE GRANT POLICIES

Qualifying Expenses – Recreation Access, Education & Skills, Certification & Placement Grants

Qualifying Expenses Include:

- Program Implementation
- Administrative Costs



3. COMPETITIVE GRANT POLICIES



Qualifying Expenses

- Is the distribution of qualifying expenses appropriate?
- If not, how should it change?
- Do the qualifying expenses present barriers to applicants from high-need areas?

3. COMPETITIVE GRANT POLICIES  
Pre-Application Process

Approach 1. Letter of Interest and Formal Invitation

- Letter of interest
- Opportunity for project-specific guidance
- Invitation to apply
- Applications only open to those who have received an invitation





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3. COMPETITIVE GRANT POLICIES  
Pre-Application Process

Approach 2. Informal Letter of Interest

- Letter of interest
- Opportunity for project-specific guidance
- No invitation to apply required
- Applications open to all



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3. COMPETITIVE GRANT POLICIES  
Pre-Application Process

Approach 3. Staff Guidance

- Written questions and public responses
- Opportunity for project-specific guidance
- No invitation to apply required
- Applications open to all





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3. COMPETITIVE GRANT POLICIES  
Pre-Application Process

Approach 4. Open Application Process

- No letter of interest or questions
- No invitation
- Applications open to all




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3. COMPETITIVE GRANT POLICIES

### Pre-Application Process

- Which of the four proposed pre-application processes do you prefer?
- Is there a missing component to any of these approaches?

Approach 1. Letter of Interest and Formal Invitation  
 Approach 2. Informal Letter of Interest  
 Approach 3. Staff Guidance  
 Approach 4. Open Application Process



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3. COMPETITIVE GRANT POLICIES

### Grant Award Selection Committees

Potential Committee members:


- RPOSD staff
- Representatives from non-profit organizations
- Academic, technical, and practicing subject matter experts
- Public agencies: Public Health, Park & Rec, Public Works, etc.

Guidelines:

- May not serve if they or their respective organization is seeking funding during the respective cycle
- May rotate terms

Member Selection Options:  
 Appointment and/or confirmation by:

- RPOSD staff
- Oversight Board
- Board of Supervisors




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3. COMPETITIVE GRANT POLICIES

### Grant Award Selection Committees

- Does the proposed composition of the grant selection committees represent an appropriate range of interests and specialties?
- If not, who should be added or removed?
- Does the composition of the Selection Committees present any barriers to applicants from areas of high-need or in need of technical assistance?
- How should the Award Selection Committee members be chosen?
- Are there additional guidelines that should be stated?



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3. COMPETITIVE GRANT POLICIES

### Grant Evaluation Criteria

- Criterion 1: Level of Need
- Criterion 2: Public Safety
- Criterion 3: Water Conservation Measures
- Criterion 4: Community Involvement
- Criterion 5: Accessibility
- Criterion 6: Organizational Capacity
- Criterion 7: Young Adults and Veterans
- Criterion 8: Matching Funds
- Criterion 9: Sustainability
- Criterion 10: Project Feasibility
- Criterion 11: Creative Spacemaking
- Criterion 12: Health and Wellness





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3. COMPETITIVE GRANT POLICIES

**Grant Evaluation Criteria**

- Do the proposed evaluation criteria match the goals of Measure A?
- What other criteria should be considered?
- Should any of these criteria be eliminated?
- Do these criteria place unbalanced burden on applicants in areas of high-need?
- Should the criteria be weighted?



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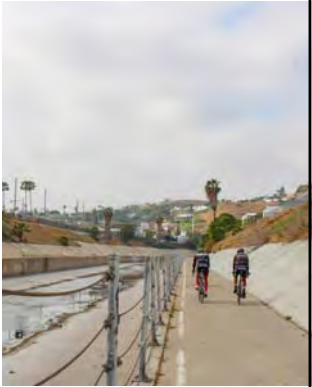

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3. COMPETITIVE GRANT POLICIES

**Grant Cycles: Approach 1**

Approach 1. No Grant Cycles

- Applicants need only meet the goals outlined for General, Recreation Access, Cultural Facilities, Education & Skills, or Certification & Placement, as described in Measure A
- No categorization into any further subsets

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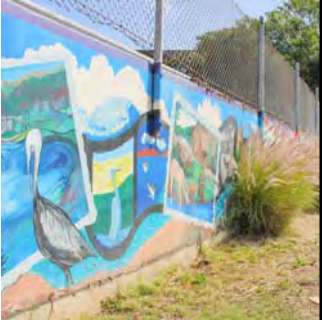

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3. COMPETITIVE GRANT POLICIES

**Grant Cycles: Approach 2**

Approach 2. Thematic Grant Cycles

- Encourages the submittal of applications for projects with a given focus
- Evaluates similar projects against one another
- Five options to consider for thematic cycles

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3. COMPETITIVE GRANT POLICIES

**Grant Cycles: Approach 2**

**Theme Option 1. Resource/ Infrastructure Type**

Contains three categories (3-year cycle):

- Year One: *Natural Resources*
- Year Two: *Health and Safety*
- Year Three: *Infrastructure*

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3. COMPETITIVE GRANT POLICIES  
**Grant Cycles:** *Approach 2*

**Theme Option 2. Facility Type**  
 Contains six categories  
 (6-year cycle):

- Year One: *Sports Facilities*
- Year Two: *Play Facilities*
- Year Three: *Swimming & Water Facilities*
- Year Four: *Trails and Open Space Facilities*
- Year Five: *Infrastructure*
- Year Six: *Buildings and Cultural Facilities*




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3. COMPETITIVE GRANT POLICIES  
**Grant Cycles:** *Approach 2*

**Theme Option 3. Project Stage**  
 Contains five categories  
 (5-year cycle):

- Year One: *Planning Stage*
- Year Two: *Design Stage*
- Year Three: *Land Acquisition*
- Year Four: *Construction*
- Year Five: *Programs*






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3. COMPETITIVE GRANT POLICIES  
**Grant Cycles:** *Approach 2*

**Theme Option 4. Project Type**  
 Contains three categories  
 (3-year cycle):

- Year One: *Repair or replace existing amenities*
- Year Two: *Add new amenities to existing facilities*
- Year Three: *Build new parks or specialty facilities*






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3. COMPETITIVE GRANT POLICIES  
**Grant Cycles:** *Approach 2*

**Theme Option 5. Cost Brackets**  
 Contains three categories  
 (Annual cycle):

- Bracket One: *Grants between \$50,000 and \$400,000*
- Bracket Two: *Grants between \$400,000 and \$1 million*
- Bracket Three: *Grants between \$1 million and \$7 million*

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3. COMPETITIVE GRANT POLICIES



**Grant Cycles** *Approach 2*

**Theme Option 6. Youth and Veterans**

*For Education & Skills and Certification & Placement grants only*

Contains three categories (3-year cycle):

- Year One: Education
- Year Two: Training
- Year Three: Career Pathways

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3. COMPETITIVE GRANT POLICIES

**Grant Cycles: Approach 3**

**Approach 3. Paired Thematic Grant Cycles**

- Provides cycles best suited for multi-benefit projects
- Any two themes could be selected for pairing
- Example: Theme 1 (Resource/Infrastructure) paired with Theme 2 (Facility Type)

**Year One: Water Resources + Facility Type**


- Group 1: Water Resources with Sports focus
- Group 2: Water Resources with Play focus
- Group 3: Water Resources with Swimming and Water focus
- Group 4: Water Resources with Trails and Open Space focus
- Group 5: Water Resources with Infrastructure focus
- Group 6: Water Resources with Buildings/Cultural Facilities focus

**Year Two: Health and Safety + Facility Type**

- Group 1: Health and Safety with Sports focus
- Group 2: Health and Safety with Play focus
- Group 3: Health and Safety with Swimming and Water focus
- Group 4: Health and Safety with Trails and Open Space focus
- Group 5: Health and Safety with Infrastructure focus
- Group 6: Health and Safety with Buildings/Cultural Facilities focus

**Year Three: Infrastructure + Facility Type**

- Group 1: Infrastructure with Sports focus
- Group 2: Infrastructure with Play focus
- Group 3: Infrastructure with Swimming and Water focus
- Group 4: Infrastructure with Trails and Open Space focus
- Group 5: Infrastructure with General Infrastructure focus
- Group 6: Infrastructure with Buildings and Cultural Facilities focus



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3. COMPETITIVE GRANT POLICIES

**Grant Cycles** *Approach 4*

*For Programs Only: Recreation Access, Education & Skills, and Certification & Placement Grants only*

**Approach 4. Multi-year Grant Cycles:**


- Applications submitted every 3 years
- Funding distributed through phased approach
- Required monitoring and reporting of progress
- Second and third year funding contingent on program's effectiveness

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3. COMPETITIVE GRANT POLICIES

	Pros	Cons
<b>Approach 1. No Grant Cycles</b>	<ul style="list-style-type: none"> <li>• Includes a wide variety of projects</li> <li>• No waiting for suitable grant theme to open – any project can apply in any year</li> </ul>	<ul style="list-style-type: none"> <li>• Projects submitted in any given year may differ substantially from each other, creating challenges during the evaluation stage</li> <li>• Flexibility may create confusion and increase need for technical assistance</li> </ul>
<b>Approach 2. Single Theme Grant Cycles</b>	<ul style="list-style-type: none"> <li>• Supports an apples-to-apples comparison of applications by ensuring all projects support a broad theme</li> <li>• Themes may naturally group projects with similar costs</li> </ul>	<ul style="list-style-type: none"> <li>• The number of years in a grant cycle could create long gaps before agencies can apply</li> <li>• Flexible theme may have too much overlap from year to year</li> </ul>
<b>Approach 3. Paired Theme Grant Cycles</b>	<ul style="list-style-type: none"> <li>• Specific grant groupings allow for comparison of most similar projects</li> </ul>	<ul style="list-style-type: none"> <li>• Unique projects may not fit into narrowly defined grant groups</li> <li>• The number of years in a grant cycle could create long gaps before agencies can apply</li> </ul>
<b>Approach 4. Multi-year Grant Cycle</b>	<ul style="list-style-type: none"> <li>• Allows organizations to plan program budgets with long-term certainty</li> <li>• Reduces administrative burden of applying for grants annually</li> </ul>	<ul style="list-style-type: none"> <li>• New applicants would experience longer delays between application periods</li> <li>• Required monitoring and evaluation may burden staff with limited capacity</li> </ul>




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3. COMPETITIVE GRANT POLICIES

### Grant Cycles

- Which approach to grant cycles do you prefer for:
  - General Grants
  - Recreation Access Grants
  - Cultural Facilities Grants
  - Education & Skills Grants
  - Certification & Placement Grants
- Which approach to grant cycles presents the most barriers to applicants?
- Within the chosen approach, which theme or paired themes (if applicable) do you prefer?



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- Location and Dates
- Proposed Agenda

5. PARK FUNDING 102

6. PARK FUNDING 102 MEETINGS

### Locations and Dates

District	Tentative Venue	Tentative Date
1	South Gate Park	September 11 <sup>th</sup>
2	Expo Center: Comrie Hall	September 12 <sup>th</sup>
3	Santa Monica: Virginia Avenue Park	September 18 <sup>th</sup>
4	Torrance: Toyota Meeting Hall	September 19 <sup>th</sup>
5	Lancaster: Sgt. Steve Owen Memorial Park	October 2 <sup>nd</sup>
1	El Monte: Grace T. Black Community Center	October 3 <sup>rd</sup>
2	Kenneth Hahn State Recreation Area	October 4 <sup>th</sup>
3	Balboa Sports Complex	October 9 <sup>th</sup>
4	Hacienda Heights Community Center	October 10 <sup>th</sup>
5	LA County Arboretum & Botanic Garden	October 11 <sup>th</sup>



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6. PARK FUNDING 102 MEETINGS

### Proposed Agenda

1. Overall Grant Process
2. Policies for Category 1 & 2 Allocations
3. Policies for Category 3 & 4 Competitive Grants
4. Policies for Category 5 Competitive Grants
5. Policies for M&S Funds



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### Upcoming Meetings

**Summer Workshop A: Funding in High Need Areas**  
August 17<sup>th</sup> 1:00-5:00 pm  
LA River Center

**Summer Workshop B: Technical Assistance**  
September 7<sup>th</sup> 1:00-5:00 pm  
LA River Center

**Steering Committee Meeting #4: Bonding & Forwarding, and Funding High Need Areas**  
September 28<sup>th</sup> 9:30 am-12 noon  
LA River Center

**Steering Committee Meeting #5: Competitive Grants and Variable Allocations**  
October 19<sup>th</sup> 9:30 am-12 noon  
LA River Center

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## MEMORANDUM

DATE June 19, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Overview of Measure A Competitive Grant Programs

This memorandum provides information that will be used to discuss the structure and general policies of Measure A's Competitive Grants programs. It contains the following sections:

Section 1- Park Projects Background (page 3)

Section 2- Category 3 & 4 Competitive Grant Categories and Available Funds (page 6)

Section 3- Category 3 & 4 Competitive Grant Policies (page 12)

Section 4- Category 5 Competitive Grant Categories and Available Funds (page 24)

Section 5- Category 5 Competitive Grant Policies (page 27)

The overarching competitive grant policies that are the focus of this memo include grant award size, eligible agencies, qualifying expenses, funds for planning and design, grant application and selection process, and grant cycles. This memo provides a high-level discussion of these topics and any recommendations that result from the discussion of this memo will be used to develop a second memorandum that presents a finer level of detail on application requirements, application evaluation and award of funds.

While this memo identifies goals and evaluation criteria for the different competitive grant categories, RPOSD recognizes that addressing park need in the distribution of Measure A funds, consistent with the Park Needs Assessment, is an important goal across all grant programs. The subject of need-based distribution of park funding, including proposed approaches for addressing High and Very High Need study areas through allocations and competitive grant funding processes, will be addressed in greater detail in subsequent memoranda and meetings.

### **Steering Committee Review Guidance**

The Steering Committee should use this memorandum to inform its thoughts and opinions about the Competitive Grants program, which will be discussed at the June 29 meeting. This memorandum lays out potential larger picture guiding principles and policy options that, once refined, will steer the development of the Competitive Grants program. RPOSD has not made any final decisions about the Competitive Grants program and is seeking Steering Committee guidance to move forward.

**While reviewing this memorandum, the Steering Committee should consider the following questions:**

- Do you agree that funds should be designated for planning and design grants?
- Do you agree with the recommended approach for grant award size limits? If not, what approach do you suggest? If so, are the grant award size limits appropriate?
- Does the memorandum capture the appropriate range of eligible applicants? If not, what applicant types should be added or removed?
- Are the caps placed on the qualifying expenses appropriate? If not, what is a more appropriate cap?
- Which of the three proposed pre-application processes do you prefer?
- Do you think the proposed evaluation criteria categories match the goals of Measure A? If not, what other criteria categories should be considered? Which should be eliminated?
- Does the proposed composition of the grant selection committee represent an appropriate range of interests and specialties?
- How should grant funding cycles be administered?

# Section One: Park Projects Background

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## 1.0 Park Projects Background

In order to develop competitive grant programs that will effectively serve the ongoing and future needs of the County as a whole, it is important to understand the existing needs and priorities. By reviewing priority projects submitted by local agencies during the 2016 Countywide Parks Needs Assessment (PNA), it is possible to anticipate what types of projects are in highest demand and their associated costs. This information will help inform the discussion of grant award maximums and grant program structure.

The most frequently prioritized project type documented in the PNA was park infrastructure, followed by land acquisition and community recreation centers. The chart below summarizes the most frequently prioritized project types and reports the average cost of a project of this type.

Project Type	Number of Projects	Average Project Cost	Total Cost
Park Infrastructure	409	\$5,900,000	\$1,894,553,000
Land Acquisition	182	\$8,400,000	\$1,528,000,000
Community Recreation Center	126	\$6,300,000	\$632,400,000
Restrooms	91	\$820,000	\$33,572,000
Trails	84	\$775,000	\$65,019,000
Picnic Shelters	78	\$265,000	\$20,634,000
Multipurpose Fields	72	\$2,500,000	\$182,296,000
Dog Parks	71	\$740,000	\$52,265,000
Fitness Zones	69	\$72,000	\$4,928,000
Pools/Aquatic Centers	47	\$7,700,000	\$361,050,000
Splash Pads	43	\$770,000	\$33,000,000
Skate Parks	36	\$800,000	\$28,675,000
Soccer Fields	34	\$2,500,000	\$85,900,000
Gymnasium	28	\$11,100,000	\$311,600,000
Senior Center	23	\$13,200,000	\$303,600,000

### 1.1 PROJECT TYPE DEFINITIONS

The following list is intended to provide a snapshot of examples for each project type and does not include all projects that may have been classified within each category.

- **Park Infrastructure:** May include walkways, parking lots, park furniture, drainage and irrigation, lighting systems, and vegetation.
- **Land Acquisition:** May include cost of land and associated fees such as appraisal fees, attorney fees, and brokerage fees.
- **Community Recreation Center:** A facility providing indoor recreational amenities, programs, and services.
- **Restrooms:** Permanent structures with running water and open access to park users.
- **Trails:** Multi-use trails and pathways within a park or providing regional connectivity.
- **Picnic Shelters:** Areas that provide tables, seating, and roof coverage.

- **Multipurpose Fields:** Fields that can be adapted to accommodate a variety of sports or general play activities.
- **Dog Parks:** Facilities that provide designated, fenced areas for dogs to play and interact.
- **Fitness Zones:** Equipment designed to provide technology similar to gyms and fitness centers, with the goal of increasing physical activity and fitness.
- **Pools/Aquatic Centers:** Indoor or outdoor swimming pools and associated buildings, such as restrooms and locker rooms
- **Splash Pads:** Provides water play for young children and has little or no standing water.
- **Skate Parks:** Provides elements to be intentionally used for skateboarding.
- **Soccer Fields:** Sports fields used primarily for the sport of soccer.
- **Gymnasium:** Multi-use recreational facility often used for basketball, fitness classes, and other indoor sports and recreational activities.
- **Senior Center:** Indoor recreational facility that provides amenities and programs to be used specifically by seniors.

# Section Two: Category 3 & 4 Competitive Grant Categories and Available Funds

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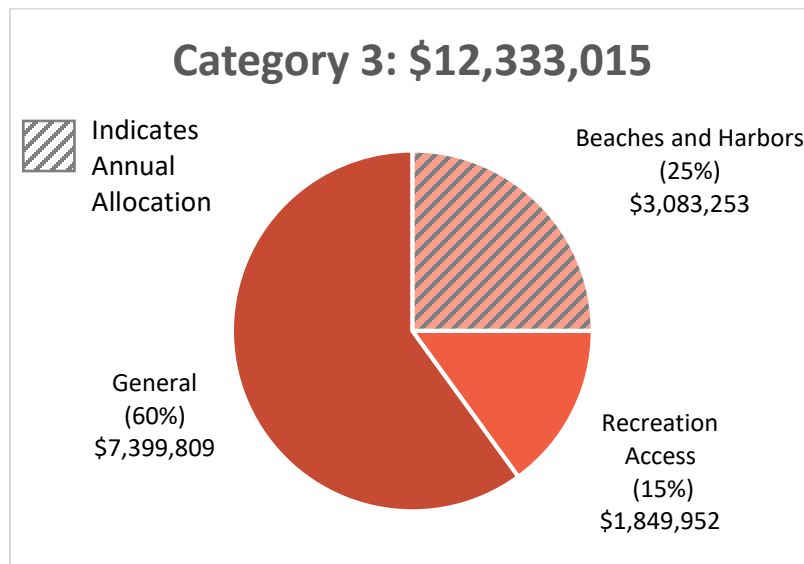
## 2.0 Category 3 and 4 Competitive Grant Categories and Available Funds

Competitive grants are available in Category 3 and Category 4. For the purposes of this memorandum, estimates for the annual amount available in each of the categories are based on an estimated total available revenue of \$96 million per year, as presented during the May Steering Committee meeting.

Grant Category	Percent of Available Funds	Estimated Dollar Amount
Category 3	13%	\$12,333,015
Category 4	13%	\$12,333,015

### 2.1 CATEGORY 3: NATURAL LANDS, OPEN SPACES AND LOCAL BEACHES, WATER CONSERVATION, AND WATERSHED PROTECTION PROGRAM

In general, Category 3 grant projects should improve and protect open space, watersheds, and water resources. Thirteen percent of Measure A funds, estimated at \$12,333,015 annually, is allocated for Category 3 projects as shown in Figure 1. Measure A provides that the County Department of Beaches and Harbors (DBH) shall receive up to 25 percent of the total Category 3 funds, estimated at \$3,083,253 annually. The funds to DBH will be treated as an annual allocation. The remaining funds will be distributed on a competitive basis as described below. Pursuant to Category 3 of Measure A, priority will be given to projects offering the greatest regional benefit, or serving the greatest regional need.



**Figure 1. Category 3 Funds**

#### 2.1.1 RECREATION ACCESS – ESTIMATED ANNUAL AMOUNT: \$1,849,952

Measure A allows for up to 15 percent of Category 3 funds to be awarded to recreation access programs, using a competitive grant process. These programs shall increase the ability of residents to access public lands, park facilities, and park amenities. Projects/programs include education, interpretive services, safety information, transportation and other activities that increase the accessibility for County residents, especially those in high-need and very high-need areas.

*Eligible recreation access projects could include:*

- Programs that offer transportation from areas of high and very high-need to beaches, regional parks, cultural facilities or natural parks.
- Projects that offer educational or interpretive programs in areas of high and very high-need and encourage use of beaches, regional parks, cultural facilities or natural parks.
- Projects that provide temporary pop-up recreational or interpretive programs, especially in areas of high and very high-need.
- Trails or walking paths connecting neighborhoods to parks and open space.
- Interactive wayfinding.
- Projects or programs that increase pedestrian and bicycle travel in park facilities and surrounding public land.

**2.1.2 GENERAL NATURAL LANDS, OPEN SPACES AND LOCAL BEACHES, WATER CONSERVATION, AND WATERSHED PROTECTION GRANTS**

The remaining 60 percent of Category 3 funds, estimated at \$7,399,809 annually, shall be granted competitively to projects that plan, acquire, develop, improve, and/or restore multi-benefit park projects. Multi-benefit parks and open spaces are characterized by having more than one function and contribute to multiple program goals. The ultimate goal of these projects shall be to promote, improve, or protect the following, with priority given to projects providing the greatest regional benefits or serving the greatest regional need:

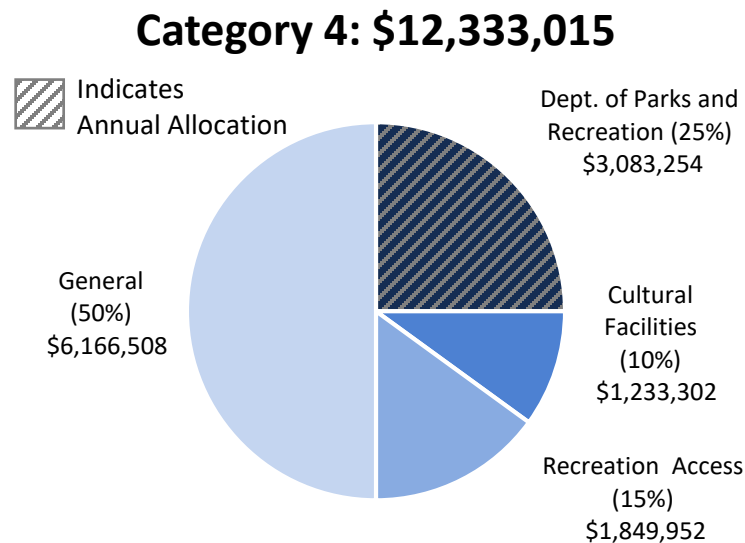
- Clean, local water supplies
- Natural habitat
- Watersheds
- Park space
- Open space
- Beaches

*Eligible projects could include:*

- Riparian corridor improvements
- River and stream parkway development
- River and stream clean up, access and community development
- Lake clean up, access and community development
- Beach and coastal watersheds clean-up, access and community development
- Natural lands, wildlife corridors, and watershed protection
- Recreational facilities, public property and rights of way, flood control infrastructure, and other easements
- Natural and cultural resource interpretive programs and nature education activities
- In addition, other projects not specifically referenced in Measure A could include:
- Water district or flood control agency lands where trails are located adjacent to flood protection channels and trailhead parks
- Flood protection basins that can serve as areas for active or passive recreation

## 2.2 CATEGORY 4: REGIONAL RECREATIONAL FACILITIES, MULTI-USE TRAILS AND ACCESSIBILITY PROGRAM

In general, Category 4 grant projects should improve and protect regional recreational facilities, trails and accessibility projects. Thirteen percent of the Measure A funds is allocated for Category 4 projects. Measure A provides that the County Department of Parks and Recreation (DPR) shall receive up to 25 percent of the total Category 4 funds, estimated at \$3,083,254 annually as shown in Figure 2. A specific process to distribute funds to DPR will be developed and discussed at a later date. The remaining funds will be distributed on a competitive basis as described below. Greater priority will be given to trail and accessibility projects that provide connections as described in 5(b)(4)(B).



**Figure 2. Category 4 Funds**

### 2.2.1 RECREATION ACCESS

Measure A allows for up to 15 percent of Category 4 funds to be awarded to recreation access programs, using a competitive grant process. These programs shall increase the ability of residents to access public lands, park facilities, and park amenities. Projects/programs include education, interpretive services, safety information, transportation and other activities that increase the accessibility for County residents, especially those in high-need and very high-need areas.

*Similar to eligible recreation access projects for Category 3 funds, Category 4 projects could include:*

- Programs that offer transportation from areas of high and very high-need to beaches, regional parks, cultural facilities or natural parks.
- Projects that offer educational or interpretive programs in areas of high and very high-need and encourage use of beaches, regional parks, cultural facilities or natural parks.
- Projects that provide temporary pop-up recreational or interpretive programs, especially in areas of high and very high-need.
- Trails or walking paths connecting neighborhoods to parks and open space.
- Interactive wayfinding.
- Projects or programs that increase pedestrian and bicycle travel in park facilities and surrounding public land.

## **2.2.2 COUNTY CULTURAL FACILITIES**

Measure A allows for up to 10 percent of Category 4 funds, estimated at \$1,233,302 annually, for County Cultural Facilities, defined as a building owned and/or operated by the County of Los Angeles which is be used for the programming, production, presentation, and/or exhibition of natural history and any of the arts and/or cultural disciplines. These facilities display regional, ecological, zoological, geological, archaeological, anthropological, paleontological and cultural sites of Countywide significance.

*Eligible cultural projects could include:*

- Cultural exhibits or facilities that complement existing museums and/or education centers.
- Historically accurate and culturally sensitive interpretive features and environmental education.
- Museums and/or cultural Facilities that highlight archeological, anthropological and paleontological features of countywide significance.
- Facilities that support music, dance, theatre, creative writing, literature, architecture, painting, and other visual arts.

## **2.2.3 GENERAL REGIONAL RECREATIONAL FACILITIES, MULTI-USE TRAILS AND ACCESSIBILITY GRANTS**

The remaining 50 percent of Category 4 funds, estimated at \$6,166,508 annually, shall be granted to projects that acquire, develop, improve and/or restore regional recreational facilities and multi-use trails, with priority given to trail and accessibility projects as described in 5(b)(4)(B). A multi-use trail accommodates two-way non-motorized travelers including pedestrians, bicyclists, joggers and skaters and is usually physically separated from motor vehicle traffic by an open space, buffer area or barrier.

*Eligible projects could include:*

- Regional parks, facilities, museums, environmental education and other cultural facilities.
- Multi-use sports facilities, including golf facilities and other community recreational facilities such as senior centers or teen centers.
- Multi-use trail connectivity for existing and future park facilities including connection to maintained Class I bike path facilities.
- Multi-use trail and path projects that provide hiking, equestrian, bicycle and other opportunities including ADA access.
- Regional ecological, zoological, geological, archeological and cultural site projects.

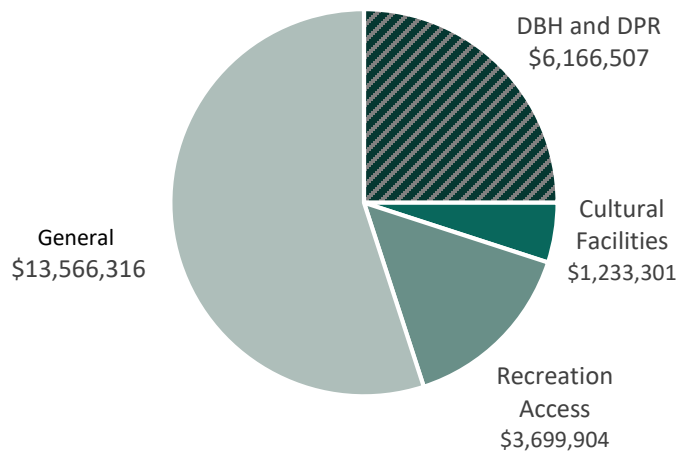
*In addition, other projects not specifically referenced in Measure A could include:*

- Bike rest stops and stations with lockers and repair areas.
- Public art installations housed in cultural facilities or featured as an element of the multi-use trail.

### 2.3 SUMMARY OF CATEGORY 3 AND CATEGORY 4 COMBINED FUNDS

Measure A potentially allows for the flexibility to combine available funds across categories to fund projects and programs that meet the goals of multiple categories. If funds for Category 3 and 4 are combined, the total estimated amount available is \$24,666,030. Of these funds, approximately \$13.5 million is available for general competitive grants, as shown in Figure 3. The bonding possibilities of these funds will be discussed in a subsequent memo.

#### Category 3 and 4 Combined: \$24,666,030



**Figure 3. Category 3 and 4 Combined Funds**

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# Section Three:

## Category 3 & 4 Competitive Grant Policies

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## 3.0 Competitive Grant Policies

The following section addresses six high level policies that will help establish RPOSD's formal competitive grant process for Category 3 and Category 4. The suggestions below will be discussed at the June 2017 Steering Committee meeting and revised for inclusion in the Draft Grant Guidelines.

### 3.1 FUNDS FOR PLANNING AND DESIGN

RPOSD recommends that a percentage of the general competitive grant funds from Category 3 and Category 4 be designated for planning and design projects. Planning and design projects are essential to the development of capital projects and many agencies lack resources to complete effective planning and design projects. These grants would be competitive, with two areas of focus: planning projects that do not directly result in a built project; and planning and design projects which do lead directly to a built project. Example projects are listed below.

Planning:

- Park or Trail Master Plans
- Open Space and Restoration Plans
- Capital Improvement Plans
- Community Outreach
- Feasibility Studies
- Technical Studies

Design:

- Park and Trail Design
- Stormwater Management Design
- Landscape Design
- Wayfinding and Signage Design
- Open Space and Restoration Design
- Capital Improvement Design

### 3.2 GRANT AWARD SIZE

The size of grants awarded through Measure A's competitive grants processes should be regulated by a maximum cap and a minimum floor. Creating a maximum award size ensures that there are sufficient funds to distribute to multiple grantees, and encourages grantees to secure funding from multiple sources. Establishing a minimum competitive grant amount will help avoid small projects that are challenging to administer. It is anticipated that smaller projects will be funded through each Study Area's annual allocation funds from Category 1 and Category 2 (if applicable).

To determine the suggested maximum grant award amount, RPOSD began with the premise that no single grant award should exceed 5% of the total revenue, or approximately \$5,000,000. Reviewing this limit against the cost estimates generated during the PNA revealed that a large group of projects was clustered around the \$2,000,000 cost estimate mark, and another larger group clustered in the \$7,000,000 range. Approximately 71% of all projects prioritized during the PNA were estimated to cost \$2,000,000 or less, and 88% of projects were estimated to cost \$7,000,000 or less. Therefore, a maximum grant award of \$7,000,000 is recommended, as this amount will increase the number of projects that can be fully funded

by competitive grants, while balancing the need to make sure that funding is distributed to multiple agencies.

To determine the minimum grant award amount, RPOSD evaluated the number of projects prioritized by the PNA, the associated cost estimates, and the estimated Category 1 and 2 allocations for all Study Areas. Because Study Areas will be using their allocations for a number of projects on an annual basis, RPOSD believes that Study Areas could comfortably spend up to 50% of their annual allocation on a larger project. RPOSD found that 97 projects from the PNA had an estimated cost of \$50,000 or less, and that 57 Study Areas are estimated to receive less than \$100,000 in Category 1 and 2 allocations. Balancing the desire to fund as many projects as possible with the administrative challenges of small dollar grant awards, RPOSD recommends a minimum grant amount of \$50,000.

These grant award size limits will allow RPOSD to award grants in a manner that distributes the funds to many recipients in an effective manner. For example, with these limits in place, RPOSD could fund the following from the \$13.5 million available as general competitive grants:

25 grants of \$100,000 (total=\$2.5 million)  
5 grants of \$1 million (total=\$5 million)  
2 grants of \$3 million (total=\$6 million)  
TOTAL = \$13.5 million

### **3.3 ELIGIBLE AGENCIES**

Both public agencies and nonprofit organizations are eligible to apply for competitive grants in Categories 3 and 4. Program managers at RPOSD will be available to assist agencies and organizations in determining their eligibility for any particular grant, and any necessary steps required to obtain eligibility. Preliminary guidelines are listed below.

#### **3.3.1 PUBLIC AGENCIES**

Qualifying public agencies include any governmental agency, special district, or joint power authority that is authorized to acquire, develop, improve and restore real property for beach, wildlife, park, recreation, community, cultural, open space, water quality, flood control, or gang prevention and intervention purposes. Additional considerations for eligibility are listed below:

- RPOSD funded open grants
- Fiscal good standing
- History of completed projects

#### **3.3.2 NONPROFIT ORGANIZATIONS WITH LAND TENURE**

Nonprofit organizations who own land or park facilities or have existing agreements to operate and maintain facilities may apply independently for competitive grants or may pair with a governmental agency. Qualifying nonprofit organizations must have a mission related to one or more of the following focus areas:

- Environmental protection and preservation
- Park, recreation or community services or facilities
- Gang prevention and intervention

- Environmental education and interpretation
- Tree-planting
- Conservation and preservation of wetlands or of lands predominantly in their natural, scenic, historical, forested or open-space condition
- Restoration of lands to a natural, scenic, historical forested or open space condition
- Job skills training and educational opportunities to young adults

*Additional Requirements:*

- Proof of land tenure
- Proof of good tax standing (IRS Form 990)
- Verification of organization’s purpose, programs and results, financials, and operations

### **3.3.3 NONPROFIT ORGANIZATIONS WITHOUT LAND TENURE**

Nonprofit organizations without land tenure are also eligible to apply for competitive grants but must do so in partnership with the land owner or governing agency. Organizations must adhere to the focus areas listed in Section 3.2.2 and should consider the following guidelines:

- Establish a written agreement with the land owner or governing agency, allowing them to receive and use funds for park projects.
- The process and requirements of developing this written agreement should be identified by the governing agency.
- The establishment of any agreement may or may not require approval by City or Neighborhood Councils and nonprofit organizations should allow ample time for unexpected administrative delays that may impact grant application deadlines.

*Additional Requirements*

- Proof of written agreement with land owner or governing agency
- Proof of good tax standing (IRS Form 990)
- Verification of organization’s purpose, programs and results, financials, and operations

### **3.3.4 SCHOOLS WITH JOINT-USE AGREEMENTS**

Schools with joint-use agreements are eligible to apply for competitive grants under the following circumstances:

- Proof of joint-use agreement that allows for public use and access of the site.
- Joint-use agreement must be in place for a minimum number of years from the date of application.
- Joint-use agreement must include the use of both indoor and outdoor facilities.
- Joint-use agreement must allow third parties to operate programs.
- If there are fees for site use or participation there may be no differential fees that allow one group to receive a lower fee due to their membership, affiliation, place of residence, etc.

## 3.4 QUALIFYING EXPENSES

A portion of funds received from competitive grants may be used to support project administrative costs such as administration, planning, and community outreach and engagement. Qualifying administrative costs range from staff time, consultant fees, and may not exceed 25 percent of the awarded amount.

Community engagement costs include those necessary to provide ongoing updates of the project to community members within a half mile of the project, the larger community within the Study Area, or to those who are served if it is a regional project. Qualifying outreach and engagement costs may not exceed 5 percent of the awarded amount.

The remaining 70 percent of awarded amount must be used for development and acquisition costs.

## 3.5 GRANT APPLICATION PROCESS

This section describes the competitive grant pre-application process, evaluation criteria, and selection committee structure. This initial overview of the process presents a variety of proposed approaches that should be evaluated for feasibility, keeping in mind the organizational capacity of grant-seeking organizations, especially those in high and very high-need areas. The selected approaches will inform the specific application process, which will be addressed in a subsequent memorandum.

### 3.5.1 PRE-APPLICATION PROCESS

A pre-application process can benefit agencies seeking grants by providing an opportunity to receive feedback on the competitiveness of their proposed project. The process can also add a challenging additional step for agencies with limited capacity. RPOSD is considering several approaches to a pre-application process, with the goal of maximizing utility of the step for agencies, without creating an additional burden for them. Four suggested approaches are outlined below.

#### *Approach 1. Letter of Interest and Formal Invitation*

In this approach, grant-seeking organizations would be required to submit a letter of interest. These letters would be reviewed and eligible projects would be invited to complete an application for their project.

#### *Approach 2. Informal Letter of Interest*

In this approach, grant-seeking organizations would have the option of submitting an informal letter of interest to RPOSD. These letters would be reviewed by RPOSD staff, and agencies would receive written guidance and suggestions for crafting a strong application for the project. No invitation to submit applications would be issued and the application process would be open to all, including organizations that chose to forego the optional informal letter of interest.

#### *Approach 3. Staff Guidance*

In this approach, a similar, but less formal process would provide grant-seeking organizations with feedback on their potential project. Grant-seeking organizations would submit written questions by an established deadline and responses would be posted publicly. Organizations with project or agency-specific questions could qualify for a telephone or in-person consultation with a RPOSD staff member, who would provide

guidance and suggestions for submitting an application for the project. As with Approach 2, the application process would be open to all.

*Approach 4. Open Application Process*

In this approach, no separate pre-application process would be required or offered. Grant applications would be submitted without guidance from RPOSD.

### **3.5.2 GRANT APPLICATION EVALUATION CRITERIA**

Grant applications will be scored using a point-based system. All competing applications will accrue points based on various criteria. Suggested criteria are categorized and listed below. The associated scoring system will be defined once the criteria are established. It is anticipated that some criteria will apply to all competitive grant categories, and some will not.

*Criterion 1: Level of Need*

Level of need is based on 2016 Countywide Parks Needs Assessment determination. Study areas that did not participate in the Needs Assessment will receive 0 points for this criterion. Study areas with a higher documented level of need will receive more points, and study areas with a lower need level will receive fewer points.

*Criterion 2: Public Safety*

Projects committed to improving safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime will receive more points than projects that do not improve safety conditions.

*Criterion 3: Water Conservation Measures*

Projects committed to protecting water resources including stormwater, drinking water, lakes, rivers, and creeks will receive more points than projects that do not protect water resources.

*Criterion 4: Community Involvement*

Applicants who have conducted outreach to interested parties will receive points for community involvement.

*Criterion 5: Accessibility*

Projects that ensure universal accessibility, especially for seniors and those with disabilities, will receive higher scores than those that do not.

*Criterion 6: Organizational Capacity*

Applicants with limited staff and financial resources needed to successfully complete a project will receive fewer points than those that have sufficient staff and resources.

*Criterion 7: Young Adult and Veterans*

Projects that support efforts to provide education and training to young adults and veterans, including those receiving funding from Category 5 will receive more points than those that do not.

*Criterion 8: Matching Funds*

Projects that use Measure A funds to match other funding sources, including annual allocations, will receive more points than those that do not.

*Criterion 9: Sustainability*

Projects committed to protecting and enhancing open space, natural areas, and waterways or preserving the urban canopy and promoting tree planting and health will receive more points than those that do not.

*Criterion 10: Project Feasibility*

Projects that have completed initial feasibility studies, or identified potential issues that could hinder project completion will receive more points than those that have not.

*Criterion 11: Creative Spacemaking*

Projects that seek to develop and enhance urban gardens, pocket parks, pop-up facilities, and other small-scale greening projects, particularly in dense and/or high and very high-need areas will receive more points than those that do not.

*Criterion 12: Health and Wellness*

Projects that promote healthy communities through active recreation, health and fitness programs, and food health education will receive more points than those that do not.

### **3.5.3 GRANT AWARD SELECTION COMMITTEE**

A grant award selection committee will be formed to ensure that all grant applications are reviewed by subject matter experts who are well versed in general grant programs as well as specific grant themes. In order to avoid bias or unfair influence, representatives may not serve on the committee if they or their respective organization is seeking funding during the respective grant cycle. Committee members may rotate terms so that their organizations will have the opportunity to apply for funding. Committee members may include:

- RPOSD program managers
- Representatives from non-profit organizations
- Academic, technical, and practicing subject matter experts
- Public agencies: Dept. of Public Health; Dept. of Parks and Recreation; Dept. of Public Works, etc.

### **3.6 GRANT CYCLES**

There are several approaches that may be utilized when inviting grant-seeking organizations to apply for funds. The following approaches should be evaluated for feasibility, keeping in mind the variety of project types reviewed in Section 1, as well as the organizational capacity of grant-seeking organizations, especially those in high and very high-need areas. A specific process will be developed to support the grant cycle recommended by RPOSD and adopted by the Board, and will be addressed in a subsequent memorandum.

*Approach 1. No Grant Cycles*

The first approach would invite grant-seeking organizations to apply for funding through Categories 3 and 4, without establishing grant cycles which place parameters on each

application. Projects would need to meet the goals outlined for each grant category as described in Measure A, and would not be categorized into any further subsets.

**Approach 2. Thematic Grant Cycles**

The second approach would establish thematic grant cycles for Categories 3 and 4, providing a systematic process for categorizing grant applications and encouraging the submittal of applications for projects with a given focus on a set schedule. This would allow applicants to plan for future grant opportunities while ensuring that projects are evaluated against similar projects. Grant cycles would be identified and publicized on a grant calendar which would allow applicants to anticipate and choose the year in which their project is most competitive. Five different options for thematic grant cycles are suggested below:

**Theme Option 1. Resource/Infrastructure Type**

This option is structured around the type of resource or infrastructure that projects would seek to introduce or improve. Applicants should choose the category they believe they are most competitive in. This option would contain three categories, creating a three-year grant cycle:

**Year One:** Natural Resources

*Example projects: Improvements to riparian corridors, stormwater capture, stream clean up, open space acquisition*

**Year Two:** Health and Safety

*Example projects: Security lighting, ADA compliance, active recreation*

**Year Three:** Infrastructure

*Example projects: Parking lots, Tree planting, Trailheads*

The matrix below suggests which categories the most frequently prioritized projects from the PNA could potentially apply in. However, any project could apply in any category, based on the specifics of the project.

Project Type	Natural Resources	Health and Safety	Infrastructure
Infrastructure	x	x	X
Land Acquisition	x	x	
Community Rec. Center		x	X
Trails	x	x	X
Picnic Shelters		x	X
Multipurpose Fields	x	x	X
Dog Parks	x	x	
Fitness Zones		x	X
Restrooms		x	X
Pools/Aquatic Centers	x	x	
Splash Pads	x	x	
Skate Parks		x	X
Soccer Fields	x	x	
Gymnasium		x	X
Senior Center		x	X



*Theme Option 2. Facility Type*

This option would call for applications based on the type of facility that the project aims to create or improve. This option would contain six categories, creating a six-year grant cycle:

**Year One:** Sports Facilities

*Example projects: Sports fields/courts, multisport complexes, gymnasium*

**Year Two:** Play Facilities

*Example projects: Playgrounds, dog parks, recreation centers, splash pads*

**Year Three:** Swimming and Water Facilities

*Example projects: swimming pools, beach projects, stream clean up*

**Year Four:** Trails and Open Space Facilities

*Example projects: Trailheads, trail improvements, nature centers*

**Year Five:** Infrastructure

*Example projects: Walkways, parking lots, restrooms*

**Year Six:** Buildings and Cultural Facilities

*Example projects: Senior centers, recreation centers, cultural facilities, concession stands*

The matrix below suggests which categories the most frequently prioritized projects from the PNA could potentially apply in. However, any project could apply in any category, based on the specifics of the project.

Project Type	Sports	Play	Swimming and Water	Trails and Open Space	Infrastructure	Buildings and Cultural Facilities
Infrastructure	x	x	x	x	x	x
Land Acquisition	x	x	x	x		x
Community Rec. Center		x			x	x
Trails	x	x		x	x	
Picnic Shelters		x		x	x	
Multipurpose Fields	x				x	
Dog Parks		x			x	
Fitness Zones		x			x	
Restrooms				x	x	x
Pools/Aquatic Centers	x	x	x		x	
Splash Pads		x	x		x	
Skate Parks	x	x			x	
Soccer Fields	x				x	
Gymnasium	x					x
Senior Center		x				x

### *Theme Option 3. Project Stage*

This option would organize competitive grants based on the stage of project. There would be five categories in this option, creating a five-year grant cycle:

**Year One:** Planning Stage

*Example projects: Parks master plans, capital improvement plan*

**Year Two:** Design Stage

*Example projects: Park design, facility design*

**Year Three:** Land Acquisition

*Example projects: Open space acquisition, parkland acquisition*

**Year Four:** Construction

*Example projects: Construction of new parks, trails, open space, new/improved amenities*

**Year Five:** Programs

*Example projects: Active transportation, recreation access, education and food health*

### *Theme Option 4. Project Type*

This option would provide grants based on the specific type of project. There would be three categories in this option, creating a three-year grant cycle:

**Year One:** Repair or replace existing amenities

*Example projects: Resurface basketball courts, repair walkways, upgrade lighting*

**Year Two:** Add new amenities to existing facilities

*Example projects: Add playground, add swimming pool, add equestrian trails*

**Year Three:** Build new park or specialty facility

*Example projects: Build new park, build new recreation center, build new multi-use trails*

### *Theme Option 5. Cost Brackets*

This option would award grants based on the requested dollar amount, with several funding brackets possible. Brackets are based on the *requested* funding amount, *not* the total project cost. Projects with similar financial needs would thus compete against each other. No parameters are placed on the type of projects permitted to apply in each bracket, so long as the requested dollar amount is appropriate.

The bracket limits are suggested based on the cost estimates generated during the Park Needs Assessment and the suggested minimum and maximum grant award amounts. These brackets, if applied to the projects estimated to cost under \$7 million in the Park Needs Assessment, result in approximately 550 projects in each bracket. Grants could be awarded in all brackets annually.

**Year One:** All cost brackets

Bracket 1: Grants between \$50,000 and \$400,000

Bracket 2: Grants between \$400,000 and \$1 million

Bracket 3: Grants between \$1 million and \$7 million

### *Approach 3. Paired Thematic Grant Cycles*

Since the most competitive applications will present multi-benefit projects, there will likely be overlap between the projects submitted each year under the grant cycle themes discussed above. To help narrow the scope of projects submitted each year, a third approach, presented below, would pair two grant cycle theme options and would result in a more specific grouping of projects submitted. For example, Theme Options 1 and 2 could be paired to create 6 annual grant groupings, per the example below.

**Year One:** Water Resources + Facility Type

*Group 1:* Water Resources with Sports focus

*Group 2:* Water Resources with Play focus

*Group 3:* Water Resources with Swimming and Water focus

*Group 4:* Water Resources with Trails and Open Space focus

*Group 5:* Water Resources with Infrastructure focus

*Group 6:* Water Resources with Buildings and Cultural Facilities focus

**Year Two:** Health and Safety + Facility Type

*Group 1:* Health and Safety with Sports focus

*Group 2:* Health and Safety with Play focus

*Group 3:* Health and Safety with Swimming and Water focus

*Group 4:* Health and Safety with Trails and Open Space focus

*Group 5:* Health and Safety with Infrastructure focus

*Group 6:* Health and Safety with Buildings and Cultural Facilities focus

**Year Three:** Infrastructure + Facility Type

*Group 1:* Infrastructure with Sports focus

*Group 2:* Infrastructure with Play focus

*Group 3:* Infrastructure with Swimming and Water focus

*Group 4:* Infrastructure with Trails and Open Space focus

*Group 5:* Infrastructure with General Infrastructure focus

*Group 6:* Infrastructure with Buildings and Cultural Facilities focus

The three distinct approaches to grant cycles outlined above each have merits and shortcomings. A summary of the pros and cons of each approach is presented below, to aid in the evaluation of each approach and how it may contribute to achieving the goals of Measure A.

	Pros	Cons
<b>No Grant Cycles</b>	<ul style="list-style-type: none"> <li>• Includes a wide variety of projects</li> <li>• No waiting for suitable grant theme to open – any project can apply in any year</li> </ul>	<ul style="list-style-type: none"> <li>• Projects submitted in any given year may differ substantially from each other, creating challenges during the evaluation stage</li> <li>• Flexibility may create confusion and increase need for technical assistance</li> </ul>
<b>Single Theme Grant Cycles</b>	<ul style="list-style-type: none"> <li>• Supports an apples-to-apples comparison of applications by ensuring all projects support a broad theme</li> <li>• Themes may naturally group projects with similar costs</li> </ul>	<ul style="list-style-type: none"> <li>• The number of years in a grant cycle could create long gaps before agencies can apply</li> <li>• Flexible theme may have too much overlap from year to year</li> </ul>
<b>Paired Theme Grant Cycles</b>	<ul style="list-style-type: none"> <li>• Specific grant groupings allow for comparison of most similar projects</li> </ul>	<ul style="list-style-type: none"> <li>• Unique projects may not fit into narrowly defined grant groups</li> <li>• The number of years in a grant cycle could create long gaps before agencies can apply</li> </ul>

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# Section Four: Category 5 Competitive Grant Categories and Available Funds

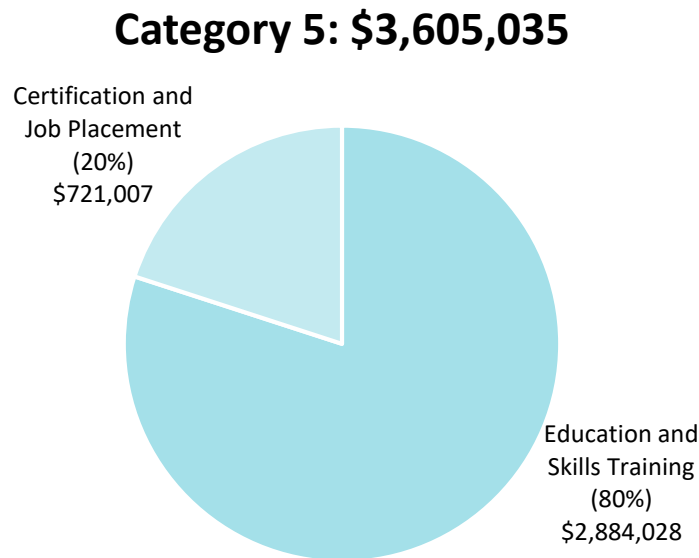
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## 4.0 Category 5 Young Adult and Veteran Job Training and Placement Opportunities

Category 5 grants provide funds to organizations within the County, that ultimately move young adults and veterans toward careers in Parks and Recreation. Specifically, grant-seeking organizations should provide education, training, and career development to young adults, aged 18-25, or veterans, to implement park projects and create pathways toward careers in the Parks and Recreation field. Up to 3.8 percent of the Measure A funds, estimated at \$3,605,035, are allocated for Category 5 projects and will be awarded competitively. Figure 4 shows the breakdown of Category 5 available funds.



**Figure 4. Category 5 Funds**

### 4.1 CERTIFICATION AND JOB PLACEMENT

Measure A allows 20 percent of Category 5 funds, approximately \$721,007 annually, to be allocated to organizations within the County that provide certifications and placement services, or apprenticeship opportunities, for young adults, aged 18-25, or veterans, for jobs and careers in the Parks and Recreation fields.

**Eligible services and/or programs could include:**

- Arborist training and certification for tree planting and maintenance in parks
- Landscape architecture certification with emphasis on parks and recreation
- Sustainability/LEED accreditation with emphasis on parks and recreation facilities
- Apprenticeship programs
- Internship/entry level job placement



## 4.2 EDUCATION AND SKILLS TRAINING

Measure A allows for no less than 80 percent of Category 5 funds, approximately \$2,884,028 annually, to be allocated to organizations providing education, skills training, and career pathway development to young adults aged 18-25 or veterans, to implement projects in the field of Parks and Recreation.

**Eligible programs could include:**

- Trade schools that focus on skills needed to implement park projects
- Job skills classes that focus on education and training needed to implement park projects
- Internship/entry level job placement

# Section Five: Category 5 Competitive Grant Policies

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## 5.0 Category 5 Competitive Grant Policies

The following section addresses six high level policies that will help establish RPOSD’s formal competitive grant process for Category 5. The suggestions below will be discussed at the June 2017 Steering Committee meeting and revised for inclusion in the Draft Grant Guidelines.

### 5.1 GRANT AWARD SIZE

As with Category 3 and Category 4 competitive grants, Category 5 grants should be regulated by a maximum cap and minimum floor to ensure that there are sufficient funds to distribute to multiple grantees.

For grants to provide education and skills training to implement park projects, RPOSD recommends that no single grant award should exceed half of the available funds, or approximately \$1,400,000. RPOSD recommends a minimum grant award size of \$50,000, due to the administrative challenges of small dollar grant awards.

For grants to provide certifications and placement services leading to careers in the Parks and Recreation field, RPOSD recommends no single grant award should exceed half of the available funds, or approximately \$350,000. RPOSD recommends a minimum grant award of \$50,000, due to the administrative challenges of small dollar grant awards.

These grant award sizes will allow RPOSD to award grants in a manner that distributes the funds in an effective manner. For example, with these limits in place, RPOSD could fund the following:

***Grants to provide education and skills training to implement park projects:***

1 grant of \$1,400,000  
7 grants of \$100,000  
14 grants of \$50,000  
TOTAL = \$2,800,000

***Grants to provide certifications and placement services for careers in Parks and Recreation:***

1 grant of \$350,000  
2 grants of \$100,000  
3 grants of \$50,000  
TOTAL = \$700,000

### 5.2 ELIGIBLE AGENCIES

Both public agencies and nonprofit organizations are eligible to apply for competitive grants in Category 5. Program managers at RPOSD will be available to assist agencies and organizations in determining their eligibility for any particular grant and any necessary steps required to obtain eligibility.

Grant-seeking organizations applying for funding to provide education and skills training to implement parks project must:

- Verify that they provide education, skills training, and career path development to young adults (age 18-25) or veterans, to implement park projects.
- If an organization is a conservation corps, it must provide proof of certification from the California Conservation Corps.

Grant-seeking organizations applying for funding to provide certifications and placement services leading to careers in Parks and Recreation must:

- Verify that the agency provides certification and placement services or apprenticeships for young adults (age 18-25) and veterans, for jobs and careers in the Parks and Recreation field.

### **5.3 QUALIFYING EXPENSES**

A portion of funds received from Category 5 competitive grants may be used to support administrative costs. Qualifying administrative costs include overhead costs such as program development and management, and may not exceed 25 percent of the awarded amount.

Remaining funds must be used for program implementation, participant fees, materials, and instructor fees.

### **5.4 GRANT APPLICATION AND SELECTION PROCESS**

This section describes the competitive grant pre-application process, evaluation criteria, and selection committee structure. This initial overview of the process presents a variety of proposed approaches that should be evaluated for feasibility, keeping in mind the organizational capacity of grant-seeking organizations, especially those in high and very high-need areas. The selected approach will inform the specific application process, which will be addressed in a subsequent memorandum.

#### **5.4.1 PRE-APPLICATION PROCESS**

A pre-application process can benefit agencies seeking grants by providing an opportunity to receive feedback on the competitiveness of their proposed project. The process can also add a challenging additional step for agencies with limited capacity. RPOSD is considering several approaches to a pre-application process, with the goal of maximizing utility of the step for agencies, without creating an additional burden for them. Four suggested approaches are outlined below.

##### *Approach 1. Letter of Interest and Formal Invitation*

In this approach, grant-seeking organizations would be required to submit a letter of interest. These letters would be reviewed and eligible projects would be invited to complete an application for their project.

##### *Approach 2. Informal Letter of Interest*

In this approach, grant-seeking organizations would have the option of submitting an informal letter of interest to RPOSD. These letters would be reviewed by RPOSD staff, and agencies would receive written guidance and suggestions for crafting a strong application for the project. No invitation to submit applications would be issued and the application process would be open to all, including organizations that chose to forego the optional informal letter of interest.

### *Approach 3. Staff Guidance*

In this approach, a similar, but less formal process would provide grant-seeking organizations with feedback on their potential project. Grant-seeking organizations would submit written questions by an established deadline and responses would be posted publicly. Organizations with project or agency-specific questions could qualify for a telephone or in-person consultation with a RPOSD staff member, who would provide guidance and suggestions for submitting an application for the project. As with Approach 2, the application process would be open to all.

### *Approach 4. Open Application Process*

In this approach, no separate pre-application process would be required or offered. Grant applications would be submitted without guidance from RPOSD.

## **5.4.2 GRANT APPLICATION EVALUATION CRITERIA**

Grant applications will be scored using a point-based system. All competing applications will accrue points based on various criteria. Suggested criteria are categorized and listed below. The associated scoring system will be defined once the criteria are established. It is anticipated that some criteria will apply to all competitive grant categories, and some will not.

#### *Criterion 1: Service to, or Recruitment from Areas of High and Very High Need*

Level of need is based on 2016 Countywide Parks Needs Assessment determination. Study areas that did not participate in the Needs Assessment will receive 0 points for this criterion. Study areas with a higher documented level of need will receive more points, and study areas with a lower need level will receive fewer points.

#### *Criterion 2: Sustainability*

Programs that provide education, training, and/or certifications that support the protection and enhancement of open space, natural areas, and waterways or preserving the urban canopy and promoting tree planting and health will receive more points than those that do not.

#### *Criterion 3: Water Conservation Measures*

Programs that provide education, training, and/or certifications that support the protection and enhancement of water resources including stormwater, drinking water, lakes, rivers, and creeks will receive more points than projects that do not protect water resources.

#### *Criterion 4: Accessibility*

Programs that provide education, training, and/or certifications that support projects that ensure universal accessibility, especially for seniors and those with disabilities, will receive higher scores than those that do not.

#### *Criterion 5: Organizational Capacity*

Applicants with limited staff and financial resources needed to successfully complete a project will receive more points than those that have sufficient staff and resources.

#### *Criterion 6: Matching Funds*

Projects that use Measure A funds to match other funding sources, including annual allocations, will receive more points than those that do not.

### **5.4.3 GRANT AWARD SELECTION COMMITTEE**

A grant award selection committee will be formed to ensure that all grant applications are reviewed by subject matter experts. In order to avoid bias or unfair influence, representatives may not serve on the committee if they or their respective organization is seeking funding. Committee members may rotate terms so that their organizations will have the opportunity to apply for funding. Committee members may include:

- RPOSD program managers
- Representatives from non-profit organizations
- Academic, technical and practicing subject matter experts
- Public agencies: Dept. of Public Health; Dept. of Parks and Recreation; Dept. of Public Works, Dept. of Military and Veterans Affairs, etc.

### **5.4.4 GRANT PROGRAM STRUCTURE**

#### *Approach 1. Annual Grant Cycles*

The first approach would invite grant-seeking organizations to apply for funding, without placing parameters on the types of qualifying projects. Applicants would be required to apply annually and grants would be awarded on an annual basis. Projects would need to meet the goals outlined for Category 5 as described in Measure A, and would not be categorized into any further subsets.

#### *Approach 2. Thematic Grant Cycles*

The second approach would establish thematic grant cycles, providing a systematic process for categorizing grant applications and encouraging the submittal of applications for projects with a given focus on a set schedule. This would allow applicants to plan for future grant opportunities, while ensuring that projects are evaluated against similar projects. The grant cycles would be publicized on a grant calendar which would allow applicants to anticipate and choose the year in which their project is most competitive. Potential themes for a three-year grant cycle are suggested below:

##### ***Year One: Education***

*Example projects: Educational seminars, Formal coursework, Tuition grants/stipends*

##### ***Year Two: Training***

*Example projects: Apprenticeship programs, Certifications, Internships*

##### ***Year Three: Career Pathways***

*Example projects: Placement services, Resume workshops, Professional mentoring programs*

**Approach 3. Multi-year Grant Cycles**

The third approach would invite grant-seeking organizations to apply for funding once every three years (or other pre-identified cycle term) and would distribute funds through a phased approach over the course of the three-year cycle term. In addition to meeting the goals for Category 5, outlined in Measure A, organizations would be required to monitor, evaluate, and report to RPOSD the funded program’s effectiveness. Distribution of second and third year funding would be contingent on the required reporting and program effectiveness. Additional reporting may be required for underperforming programs.

The two approaches to grant program structure outlined above each have merits and shortcomings. A summary of the pros and cons of each approach is presented below, to aid in the evaluation of each approach and how it may contribute to achieving the goals of Measure A.

	Pros	Cons
<b>Annual Grant Cycle</b>	<ul style="list-style-type: none"> <li>• Includes a wide variety of projects</li> <li>• No waiting for suitable grant theme to open – any project can apply in any year</li> </ul>	<ul style="list-style-type: none"> <li>• Projects submitted in any given year may differ substantially from each other, creating challenges during the evaluation stage</li> <li>• Flexibility may create confusion and increase need for technical assistance</li> </ul>
<b>Thematic Grant Cycle</b>	<ul style="list-style-type: none"> <li>• Supports an apples-to-apples comparison of applications by ensuring all projects support a broad theme</li> <li>• Cycle may naturally group projects with similar costs</li> </ul>	<ul style="list-style-type: none"> <li>• Limits access to annual funding, which may be critical for programs with ongoing funding needs</li> <li>• The number of years in a grant cycle could create gaps before agencies can apply</li> <li>• Flexible theme may have too much overlap from year to year</li> </ul>
<b>Multi-year Grant Cycle</b>	<ul style="list-style-type: none"> <li>• Allows organizations to plan program budgets with more certainty</li> <li>• Reduces administrative burden of applying for grants annually</li> </ul>	<ul style="list-style-type: none"> <li>• New applicants would experience longer days delays between application periods</li> <li>• Required monitoring and evaluation may burden staff with limited capacity</li> </ul>





**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #3  
June 29, 2017 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Manal Aboelata	Esther Feldman	Sandra McNeill
Greg Alaniz	Hugo Garcia	Delia Morales
Jean Armbruster	Karen Ginsberg	Sussy Nemer
Jean Beesley	Mark Glasscock	Bonnie Nikolai
John Bwarie	Lacey Johnson	Dilia Ortega
Scott Chan	John Johns	Max Podemski
Maria Chong-Castillo	Tori Kjer	Stefan Popescu
Cheryl Davis	Kim Lamorie	Bruce Saito
Reuben De Leon	Amy Lethbridge	Keri Smith
Reyna Diaz	Clement Lau	Brian Stiger
Hugo Enciso	Amy Lethbridge	Stephanie Stone
Lylwyn Esangga	Linda Lowry	
Belinda Faustinos	Norma Martinez	

**Alternate Members in Attendance:** Nicole Jones, Clement Lau, Cara Meyer, Katy Young, Zachia Nazarzai

**RPOSD Staff in Attendance:** Dwayne Case, Rocio Diaz, LaTrina Hancock, Agie Jordan, Sara Keating, Arcy Navarette, Warren Ontiveros, Sok Tay, Ani Yeghiyan

**PlaceWorks Staff in Attendance:**

David Early, C.C. LaGrange, Jessica Wuyek, Jasmine Williams

**Agenda Item: Competitive Grants Overview**

1. **Question:** How will the allocation to DBH and DPR be administered and what is the process?  
**Response:** You can think of them as annual allocations, and they will be administered in a manner similar to the Category 1 and 2 allocations.
2. **Question:** What is the definition of a regional facility and where does it come from?  
**Response:** From the Measure A language. It means facilities with unique countywide significance of 100 contiguous acres.
3. **Question:** How will they know whether or not they're applying to Category 3 or Category 4?  
**Response:** Applicants won't need to specify which category they're applying to. They will just choose "recreation access" or "general" and RPOSD will decide which category the funds will come from.

4. **Question:** Where do community gardens fit?  
**Response:** Let's take that as a comment and we'll discuss where specific projects fit at the October meeting.

**Agenda Item: Proposed Grant Policies (Funds for Planning & Design)**

1. **Comment Summary:** There should be funds for planning and design. The goal of Measure A is to get projects built and if there aren't funds for planning and design, things can't get built. From a project cost basis, we can assume 25% (floor) of the construction cost for planning and design, but that wouldn't include permitting. A separate grant should be set up just for planning and design because it's a critical piece of knowing what project costs will be. Planning and design should be able to be included in any of the grant programs, but there should also be a small amount of funds specifically for planning and design. It is very important to have funding for planning and design so low-income communities can compete later in the construction phase. There is a time when you need background planning, and separate funding to do that would have a big impact on getting a project moving.
2. **Comment Summary:** Funds should not be bifurcated into a separate "bucket." The biggest concern is that the planning and design money is used and then they can't get funds to implement. In that scenario, the money was wasted on planning and design. Not supportive of separate buckets. Cities have people in-house to help stretch and leverage funding for in-house services for planning and design. Perhaps put an amount or value that could be used for planning and design within each grant.
3. **Summary Response:** Everyone agrees that planning and design is important, expensive, and a good idea. We should set it at 25-35%. But we don't all agree that it should be a separate bucket of funds.

**Agenda Item: Proposed Grant Policies (Award Size)**

1. **Comment:** In general, there should be a minimum and maximum for award sizes, but these maximums and minimums may need to vary by agency/organization size or by making a distinction between high-need and low-need. For example, it might be helpful to a small city to cover the entire cost vs. a larger entity with other funds available. Not sure how this would be set up or how it would work.
2. **Comment:** The max of \$7 million excludes some projects that may not have any other funding source, especially in unincorporated areas.  
**Response:** County DPR does get an annual allocation that can help fund projects in unincorporated communities, but this does present a barrier. Perhaps, giving some leeway for high-need areas or unincorporated areas could be considered. Fifteen percent of the projects identified in the Needs Assessment would be excluded using the \$7 million maximum, and would need to get funds from other sources as well.
3. **Comment:** The maximum is too high, as it's conceivable that only one or two grants would be funded from any category with these maximums. It isn't a lot of money.  
**Response:** Yes, if the max is too high the money could be used up in one place and fewer projects would be funded. It is likely that an awards committee will not approve the money going to one area because it would then diminish the amount given to other areas.

4. **Question:** When you looked at the projects in the \$5 million to \$7 million range, do you know if those projects were in high-need areas?  
**Response:** No, we did not analyze if bumping the maximum to \$7 million resulted in more projects from high need areas being completely funded.
5. **Comment:** There is a concern about the minimum for planning/construction in smaller communities. In the San Fernando Valley, small agencies could easily use much smaller grants, for example a \$15,000 planning grants. It might be better to have a smaller micro- grant to help small agencies and organizations.
6. **Summary Response:** Everyone agrees that there should be minimum and maximum award amounts, but there are some questions about what the minimums and maximums should be.

**Agenda Item: Proposed Grant Policies (Eligible Agencies)**

1. **Comment:** For schools with a joint use agreement, indoor and outdoor distinction seems like a huge barrier. Typically, outdoor facilities are fine. The agreement must stipulate that public use must be substantial, not just limited hours. There is room for abuse.
2. **Question:** What about joint use between a school and non-profit?  
**Response:** Non-Profits are okay. It can be either a public agency or a non-profit.
3. **Comment:** For non-profit organizations, there should be a letter, but no governing agency is going to go into an agreement without available funds. Perhaps structuring a letter that says, "If you get this grant we are willing to work with you."  
**Response:** Noted.
4. **Comment:** Nonprofit eligibility applies to planning and design because in some circumstances, non-profits can't get permission from every land owner and need funds to develop a plan to then pitch to the city. A nonprofit wanting to lead a project without partnership with agency would not have a letter then.  
**Response:** Yes, non-profit agencies would most likely be eligible for planning and design funds. Perhaps a non-profit would still need a letter from the agency stating that the agency wants to work with the non-profit on their study, or will consider the results of the study.
5. **Comment:** It is important for non-profit organizations to not have too many limitations because the goal is to support the nonprofit to assist disadvantaged communities (Ex. Pacoima Beautiful). The types of agencies listed is too restrictive. Maybe a CBO doesn't have a mission related to parks, but wants to expand into it.  
**Response:** Community empowerment could be added to the list, or category could be broader
6. **Comment:** We're getting into eligible projects versus eligible agencies. Agencies shouldn't have any barriers to be eligible.
7. **Question:** If a local city is an operating entity for a state agency, are they eligible?  
**Response:** Yes.
8. **Comment:** Veterans group should be in this.  
**Response:** Yes, noted.

**Agenda Item: Proposed Grant Policies (Qualifying Expenses)**

1. **Question:** Which pie piece does planning and design fit into?  
**Response:** We don't know yet.
2. **Comment:** 5% for community engagement should be the minimum amount. 5% seems arbitrary.  
**Response:** All projects should be doing community outreach. Bonding regulations stipulate that soft costs cannot be more than 30% of the total cost, which drives the 25% and 5% numbers. Admin costs are probably a maximum number and engagement is probably a minimum.
3. **Question:** Can community engagement be incorporated into administrative? Some communities may not need to spend the 5% for community engagement, if they have other funding sources for engagement, in which case a 30% cluster would work with the stipulation that some community engagement should occur.  
**Response:** Noted. It seems that combining the two could work as long as community engagement is still required.
4. **Comment:** For the needs assessment, \$2500 was given and we struggled to find a way to spend that money and that money might get wasted. Requiring certain levels of engagement, but not the actual funds that must be spent could be helpful.
5. **Comment:** Where does staff time fall?  
**Response:** In the administration portion of the expenses.
6. **Comment:** Be mindful of where agency engagement fits in, there are different kinds of community engagement. Perhaps developing a definition of community engagement that captures both local community and agency engagement would be helpful, as many projects require coordination and engagement with many agencies.

**Agenda Item: Proposed Grant Policies (Pre-Application Process)**

1. **Question:** Is the goal to make the administrative process less burdensome or to help agencies?  
**Response:** Both.
2. **Comment Summary:** Approach 2 is reasonable and balanced. Providing responses to frequently asked questions to the entire group of applicants is a good idea. There should be a note about a referral mechanism for agencies needing technical assistance. Don't overcomplicate the technical assistance process, but make sure applicants learn and build capacity. Look at this process to give technical assistance to organizations that don't have the experience so they at least go through the process and understand that. Some hybrid of approach 2 and 3 would be good to help applicants with technical assistance needs. Approach 2 and 3 are more in line with equity and high need areas.
3. **Comment Summary:** There is an advantage to nonprofit organizations having a more formal LOI process because organizations don't want to expend resources on a lengthy process and not have it amount to anything. There is logic to a formal LOI process, but maybe a different process for different types of grants. LOI for large grants proves capacity and smaller grants can have an informal process. Formal letters save the trouble of a large number of applicants, especially for larger grants.

**Response:** SGC uses a slightly informal process, but staff will give applicants very candid advice on their chances of winning.

4. **Question:** For the pre-application process, what is in place to increase readiness?

**Response:** We'll address that in the summer at the workshops

**Comment:** I want to be sure to discuss this again in the summer so we can consider technical assistance, equity, and the overall process.

5. **Comment:** The next few topics of today's meeting need to be influenced by technical assistance. We need to include other grantors who have experience and can contribute. We should get their input and form a technical group of 10-12 grant makers who can provide expertise.

**Response:** It might be good to go to the technical group and not let them make decisions, but ask for their advice on how to make this effective.

#### **Agenda Item: Proposed Grant Policies (Grant Award Selection Committees)**

1. **Comment Summary:** Applications need to be reviewed in the same way each time. The main concern should be consistency and fairness. Don't have different people making decisions at different times. Decision makers need to be isolated from the agency.

**Response:** The deciders might be staff from agency, but a second body could potentially advise.

2. **Question:** Do recommendations require approval by the board?

**Response:** Yes, they do require approval. Precedent is to go to board for every allocation, but in the future the board would prefer to get this information in a consolidated manner. This process needs to be confirmed.

3. **Question:** How does RPOSD currently evaluate competitive grants from Prop A?

**Response:** Internal staff from RPOSD evaluates the applications.

**Question:** Has that worked well for you?

**Response:** Certainly. We've done competitive grants and it went well.

4. **Comment:** Maybe there could be an advisory committee that takes RPOSD staff recommendations and makes the final recommendation to the Board. Alternatively, there could be an advisory committee that makes recommendations to RPOSD staff, but staff makes the final determinations.

5. **Comment Summary:** A rep from the Board office would have to be on the committee. Outreach and engagement expert such as a non-profit is recommended since it is a key component across the board. Recruiting people with in-depth understanding of high-need areas as well as different kinds of expertise is important. Adding foundations or grant makers would be helpful because they're used to reviewing applications and understand if the project will work well. Committee needs geographical diversity to include incorporated and unincorporated areas, racially and ethnically different areas, and economically diverse areas.

6. **Comment:** If committee members rotate, it's important that the rotation doesn't happen too frequently. You can't rotate terms too often because there is a learning curve for new committee members.

**Response:** The flip side is that you don't want people to stick around for 30 years. Perhaps the

rotations can occur in shifts so there are always experienced people on the committee, with a third of the committee rotating off every time a rotation occurs.

7. **Comment:** Maybe having two groups could be less efficient. It should be one committee, not a deciding committee and an advisory committee, it complicates it too much.
8. **Vote:** Two Options  
**Option 1 (13-15; yes):** A non-staff advisory committee makes a set of recommendations, with RPOSD staff making the ultimate decisions.  
**Option 2 (4; yes):** One committee of predominately non-RPOSD staff and experts, make the ultimate decisions with RPOSD staff advice.
9. **Comment:** Perhaps publishing the decision-making process publicly can help people learn from the scoring and improve their future applications.
10. **Question:** Would high-need areas be part of the oversight committee?  
**Response:** Most likely.

**Agenda Item: Proposed Grant Policies (Grant Evaluation Criteria)**

1. **Comment:** Water conservation measures should be more about sustainability and multi-benefit projects.
2. **Comment:** Level of needs says, “areas not participating in parks assessment can’t get points”. Needs assessment should be a guide, but should not limit points. The Parks Needs Assessment may be out of date and not reflective of current need.  
**Response:** Measure A requires the updating of the Needs Assessment so it won’t be out of date. There are only two communities who elected not to engage in the needs assessment. Those cities were told that by not participating, they wouldn’t be eligible and they agreed. Neither city currently contains public parks. If either city wants to participate in future updates to the Needs Assessment, they will be able to do so.
3. **Comment Summary:** Each criterion needs much more discussion. Only one is tied to the needs assessment. Need is important, but we should look at other criteria to identify level of need. We need to get more specific. Certain facilities and amenities weren’t assessed in the needs assessment and so the level of need isn’t entirely accurate. It is vitally important that we maintain connection to needs assessment and level of points should connect.
4. **Comment Summary:** Organizational capacity should not be a category because it could limit organizations interested in growing their capacity with the grant. It’s hard to penalize agencies with limited capacity. The grant should help them elevate to that level of better capacity. They should just have to prove strong track record. Create some form of training or workshop to help cities or non-profits apply for grants. Offer training or workshops to increase capacity so they’re less likely to be impacted negatively by this criterion.
5. **Comment Summary:** Criterion 4 needs to dig deeper and get more specific about engagement. Engagement should be evaluated meaningfully and give bonus point to those with more meaningful involvement versus superficial engagement.

6. **Comment:** A few criteria are missing: multiple benefits, water supply & climate change are not here, also nature and eco-based approaches. Consider supporting regional-serving projects that serve high need areas even if they're not in a high need areas. We don't want to end up with green dots that don't connect so you need these regional projects.
7. **Comment:** Scoring criteria should be set up so that every round a certain percent of funds are going to high-need areas. TCC program stipulates that it only goes to top 5% areas. Certain funds should go directly to areas of high-need.
8. **Comment Summary:** Level of need should look at proportionality, in which case, idea of bonus points is a good one. Segregating and putting money aside doesn't inform quality projects and becomes burdensome. It's burdensome to segregate funds and not good precedent. We don't want people rushed into seeking or spending funds.
9. **Vote:** Two Options that need more discussion  
**Option 1 (10; Yes):** Points but not a minimum amount of dollars.  
**Option 2 (10; No):** Minimum amount of money for high need areas.
10. **Comment:** On public safety, it would be helpful to broaden language to include places that promote peace. On health and wellness, it should include public potable water and healthy vending. Also, creative space making should include local artists.
11. **Comment:** I support the idea of adding criterion for regional value. I agree that on criterion 1, proportionality of how scoring would work and weighting is important. I like the idea of bonus points.

**Agenda Item: Proposed Grant Policies (Grant Cycles)**

1. **Comment:** Multiple breakdowns of categories will make it difficult for a low-income community to win against a high-income community. There should not be a judgment on how they present their project. Applications shouldn't compete against other applications, should only compete against the RFP.  
**Response:** Only apply to one of the 5 categories without any cycle?  
**Comment:** Not sure.
2. **Comment Summary:** Strong recommendation for staying at the higher-level, which still allows comparison of like-type projects. Difficult to compare large-cost project to small-cost. Like-type budget projects should maybe be compared against each other instead. Simplify, make them sooner and more often. Some defined buckets and a grants calendar will help agencies plan and budget. Be careful about diluting the projects and making it too administratively complicated.
3. **Comment:** Competitive programs are important because this is where creativity happens and innovation so we want to encourage competition without restricting the types of applications too much. Maybe not limit it to every 5 years. Less than 2 years could be too restrictive. I am presuming bonding will buffer the pot.
4. **Comment Summary:** Planning and micro grants categories would help, but need to be simple. There could be value for neighborhood councils to build their way into park buildings. Perhaps is there is left over money it could be micro-granted or rolled over.

5. **Question:** Will we have discussion about eligible projects?  
**Response:** Yes, since you asked. The list is clear about eligible projects from the Measure. We will put together in a more formal list to make sure it's clearer.
6. **Summary Response:** There is consensus that the first approach is best, without any themes. The fewer the pots, larger the pot, the better. Buckets should be broad and projects will compete to allow for innovation. Grants should be available on an annual or biannual basis. Everyone just wants cost brackets added.

**Agenda Item: Park Funding 102 Meeting**

1. **Question:** How will the meetings be advertised, who do you want there?  
**Response:** On the website and RPOSD mailing list. We want public agencies and grant-seeking organizations.
2. **Comment:** For outreach to nonprofits, can we see the mailing list?  
**Response:** Yes, we will send the list to everyone. We can also send an announcement to you so you can forward to any organizations you think should be there.

**Public Comment**

1. **Comment:** The categories should have a regular design process for the taxes and funds that go into this. The County should structure things like Metro. Make sure projects reflect what people want. Putting greens and bike lanes are missing.
2. **Question:** In relation to public health, will there be a searchable database for projects? Right now, they're in pdf form and we can't search by project type. Will project lists be updated?  
**Response:** Yes, and yes. What's on the web is projects identified as needed projects from the Needs Assessment, but they are not necessarily what will be funded or what communities will be applying for. Those projects won't go into the database, but the projects funded through Measure A will be posted publicly and interactively. RPOSD is currently exploring technology that will allow these functions.
3. **Question:** How many people plan to attend summer workshops?  
**Response:** The majority of the group expressed their intent to attend.
4. **Comment:** Can we put open space and open space acquisition on the agenda? We haven't talked about it.  
**Response:** Open space projects will be included in the list of eligible projects for the October meeting. We can discuss more specific concerns as well.

*Meeting Adjourned.*





**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation: Steering Committee Meeting #4**

**September 28, 2017**

**9:30 AM – 12:00 PM**

**Los Angeles River Center & Gardens | Sierra Madre Room  
570 W. Ave. 26, Los Angeles, CA 90065**

1. Upcoming Meeting Topics
2. Re-envisioning the Grantmaking Process: Policy
3. Re-envisioning the Grantmaking Process: Grant Guidelines
4. Technical Assistance
5. Bonding
6. Public Comment
7. Meeting Adjournment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please telephone the Los Angeles County Regional Park and Open Space District at (213) 738-2981 TDD: (213) 427-6118 FAX: (213) 385-0875.

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

**Next Steering Committee meeting is on Thursday, October 19, 2017 from 9:30am to noon  
Los Angeles River Center & Gardens Atrium**



### TODAY'S AGENDA

1. Upcoming Meeting Topics
2. Workshop A - Re-envisioning the Grantmaking Process: Grantmaking Policy
3. Workshop A - Re-envisioning the Grantmaking Process: Grant Guidelines
4. Workshop B - Technical Assistance
5. Bonding

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This slide contains a list of five agenda items. At the bottom left, there is a logo for Measure A and contact information. A small number "3" is visible in the bottom right corner of the slide.



UPCOMING MEETING TOPICS

**Meeting 5: October 19**

- Technical Assistance Program – Initial Draft
- Community Engagement Requirements

**Meeting 6: December 7**

- Draft Grant Guidelines
- Bonding and Forwarding Strategy

**Meeting 7: January 25**

- Initial Allocation of Variable Funds
- “Innovation & Oversight” Category: Policy & Allocation
- 4.5% Agency Allocation from M&S
- Finalize Grant Guidelines




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UPCOMING MEETING TOPICS

**Meeting 8: February 22**

- Bonding & Forwarding Strategic Expenditure Plan (*tentative*)
- Technical Assistance Program Refinements
- Board Set-Aside Policy
- Consumer Price Index Update Policy
- Community Meetings Roll Out
- Park Funding 103 Update



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UPCOMING MEETING TOPICS

**Meeting 9: March 29**


- Project Status and Fund Distribution Tracking

**Meeting 10: April 26**

- Parks Needs Assessment Updates
- Oversight Committee Formulation

**Meeting 11: May 31**

- Procedures and Policies Guide for RPOSD
- Board Letter and Summation



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- Purpose
- Policy

WORKSHOP A - RE-ENVISIONING THE GRANTMAKING PROCESS:

**2. GRANTMAKING POLICY**

1. GRANTMAKING POLICY

Purpose:

*Lowering barriers to accessing Measure A funds*



1. GRANTMAKING POLICY

Policy

- **Targeting Funds.** Funding will be targeted to projects in high and very high need Study Areas, or that serve residents from high and very high need areas. A portion of competitive grant funds in Categories 3, 4, and 5 will be designated for these projects.
- **Evaluation Criteria.** All competitive grants will include a “Level of Need” evaluation criterion and it will have the highest weight among all other evaluation criteria.
- **Project Types.** Competitive grant programs will fund specific project types that are in and/or serve high and very high need communities.



1. GRANTMAKING POLICY

Policy

- **Long-Range Planning.** Measure A funding will be consistent with Study Areas’ long-range park planning documents, such as the Needs Assessment, Parks Master Plan, community plan, or other approved planning document.
- **Community Engagement.** RPOSD will require community involvement and engagement for projects funded by Measure A.
- **Monitoring and Correction.** RPOSD will consistently monitor, track, and if necessary, correct, the distribution of both competitive funding and annual allocations.



1. GRANTMAKING POLICY

Policy

- **Technical Assistance.** RPOSD will develop a Technical Assistance Program that provides technical assistance to potential applicants throughout the stages of the grant process to ensure that barriers to applying for and receiving funding are reduced.



- Targeting Funds
- Evaluation Criteria
- Project Types
- Award Brackets

WORKSHOP A - RE-ENVISIONING THE GRANTMAKING PROCESS:  
**3. GRANT GUIDELINES**

2. GRANT GUIDELINES

**Targeting Funds**

- **30%** of Measure A competitive grants would be **dedicated to funding projects located in or that serve high and very high need areas**, and apply to the following:
  - High and very high need Study Areas
  - High and very high need “subareas” within Study Areas that are not necessarily designated as high or very high need
  - Projects that **intentionally and directly** serve residents living in high and very high need Study Areas
- “Need” would be defined as defined in the Park Needs Assessment

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2. GRANT GUIDELINES

**Targeting Funds**

Unincorporated Willowbrook

High Need Study Area

Monterey Park

Moderate Need Study Area with Varying Subarea Need Levels

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2. GRANT GUIDELINES

**Evaluation Criteria**

- **“Level of Need” should be an evaluation criterion for all competitive grants** and should have the **highest weight** among all criteria
- Different grants have **different evaluation criteria** and may **differ in weighting** depending on the goals or requirements of the grant program


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2. GRANT GUIDELINES

### Project Types

- **Project types in dense urban areas with limited open space or park facilities** would be identified so that they can qualify and compete for competitive grants
- For example, urban project types under Category 3 grants for “natural lands, wildlife corridors, and watershed protection” projects could include:
  - Rainwater capture gardens or habitat gardens
  - Habitat restoration
  - Restrooms
  - Biking or walking trails
  - Pedestrian bridges
  - Picnic areas





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2. GRANT GUIDELINES

### Award Brackets

- **Grant Types and Size.** Grants of similar types and award size should compete within the same category of funds to ensure projects, especially those within high and very high need Study Areas, are competing against other projects of similar scale.

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3. TECHNICAL ASSISTANCE

### Availability

- RPOSD would develop a Technical Assistance Program (TAP) **focused on providing technical assistance to high and very high need Study Areas** to ensure that every applicant is competitive
- **RPOSD would conduct outreach** to high and very high need Study Areas to increase awareness of the TAP
- Some technical assistance would be **available for all Study Areas**, such as introductory workshops and toolkits




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3. TECHNICAL ASSISTANCE

Funding

- **\$3.0M** would be set aside initially for TAP (not including Planning and Design)
  - 45% of Innovation and Oversight funds
  - Supplemental funds may be contributed from Proposition A during initial years of TAP
- Funding would decrease over time as less technical assistance is needed
- Effectiveness of program would be evaluated periodically



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3. TECHNICAL ASSISTANCE

Potential Program Components

- Strategic Partners
- Grant Writing Assistance
- Community Outreach & Engagement Assistance
- Planning and Design Funds
- Help Desks:
  - Technical, Legal\*, Grantee
- Mentoring Program



\*Contingent upon County Approval



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- Background
- Measure A Bonding
- Available Funds Without Bonding
- Conclusions
- Examples
- Recommendations


5. BONDING



4. BONDING

Background

- Bond (definition): **a debt instrument bearing a stated rate of interest that matures on a certain date**, at which time a fixed sum of money plus interest is payable to the bondholder
- Bonding can be used as a financing mechanism for projects under Measure A by **bringing forward annual revenue flows to pay for capital improvements up front**



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4. BONDING

### Background

- A Study Area's **annual allocation of revenue from Measure A's Categories 1 and 2 funds** could be used to secure bond financing
- RPOSD will recommend funding in **Categories 3\*, 4\*, and 5** be allocated through a periodic competitive grant process, **without bonding**

\*excluding allocations to Dept. Beaches & Harbors and Dept. of Parks and Rec




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4. BONDING

### Background

- Measure A establishes a **per capita and structural improvement formula** to determine the percentage of revenues allocated to each Study Area
  - **Category 1:** All Study Areas receive funds
  - **Category 2:** Only high and very high need Study Areas receive funds

(Per Capita + Per Capita + Structural Improvements)  
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4. BONDING


### Considerations

#### Identification of Projects

- Projects must be **specified prior to the issuance of bonds**
- The bond counsel will certify that the projects being funded qualify the interest paid on the bonds to be exempted from taxes

#### Timely Completion of Projects

- Proposed projects must be **ready to proceed to construction**
- Projects must be **completed and all funds expended within three years**




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4. BONDING

### Considerations

#### Changing Allocation Ratios

- Study Areas that experience a decline in their percentage share of population and/or total non-parking improvement square footage could see a reduction in their percentage share of Category 1 and 2 funds
- However, Measure A is available for RPOSD to make debt service payments, so this **should not be an issue that would prevent bond issuance**
- Additional research is underway on other issues, such as natural disasters, that could impact Study Areas' or RPOSD's ability to repay bonds




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4. BONDING

### Considerations

- Agencies who participate in the bond issuance can expect to **receive between 14.2 and 15.9 times their Category 1 & 2 annual allocations**, depending on the specifics of the bonding amount and maturity date
  - 20 year bond for \$100m yields 14.2 times annual allocation amount
    - Annual debt service would be \$7m
    - This is 15.5% of the annual Category 1 & 2 allocation
  - 25 year bond for \$729m yields 15.9 times annual allocation amount
    - This is the maximum amount that could be bonded



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4. BONDING



### Case Study: Unincorporated Willowbrook

Without Bonding:

- \$206,093 annual allocation
- Total of \$4.1M over 20 years

With Bonding:

- \$2.9M to \$3.3M up front, if maximum amount is bonded
- No annual allocation funds available for 20 years
- Additional revenue for pay-as-you-go projects potentially available if Measure A revenues increase over time


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4. BONDING

### Competitive Grants: Available Funds without Bonding

PROGRAM	FUND CATEGORY	FREQUENCY	2019	2020	2021	2022	2023
General	Category 3 and 4	4 years	Q3 \$13,966,317				Q3 \$54,265,268
Recreation Access	Category 3 and 4	2 years	Q1 \$3,699,904		Q1 \$7,399,808		Q1 \$7,399,808
Job Training/Education	Category 5	3 years	Q2 \$3,605,035			Q2 \$10,815,105	
Cultural Facilities	Category 4	3 years			Q2 \$3,699,906		

Q = Calendar quarter when grant period begins  
\$ = Total amount of funds available during grant period




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4. BONDING

### Conclusions

- Bonding can be a helpful tool **when capital to construct a project is limited**
- Bonding will be more appealing to some Study Areas than others
  - Allows projects to be completed quickly
  - Construction cost inflation
- Bonding **cost is 21-29%** of revenue
  - Case Study: Bonding would cost Unincorporated Willowbrook \$800K-\$1.2M



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4. BONDING

**Recommendations**

- No bonding for competitive grants in Categories 3, 4, or 5
- Individual Study Areas to determine need for bonding Category 1 and 2 funds
- Bonding should only occur when the **cumulative amount requested** by individual Study Areas reaches **\$100 million**
- Bonding only available at a **minimum of \$100 million** with maturity over 20 years

Public Comment



Upcoming Meetings

**Park Funding 102 Meetings:**  
**Six meetings in October; flyer available at sign-in table**

**Steering Committee Meeting #5:**  
**Technical Assistance Program and Engagement Requirements**

October 19<sup>th</sup> 9:30 am-12 noon

LA River Center

Note: This meeting date is not the last Thursday of the month

**Steering Committee Meeting #6: Draft Grant Guidelines, Bonding and Forwarding Strategy Policy**

December 7<sup>th</sup> 9:30 am-12 noon

Kenneth Hahn Hall of Administration

Note: This meeting date is not the last Thursday of the month

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LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT



## MEMORANDUM

DATE September 14, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Bonding and Competitive Grants Calendar

The following materials are being provided to the Steering Committee for their review and feedback:

- **“Use of Measure A Funds – Bonding” Memo.** This memo focuses on bonding as a financing mechanism for projects under Measure A. It shows Categories 1 and 2 allocations to each Study Area assuming bonding.
- **Competitive Grant Funds Calendar.** Funding in the remaining Measure A categories (Categories 3, 4, and 5) will be allocated through an annual competitive grant process. The attached draft calendar shows when different competitive grants (General, Recreation Access, Youth and Veteran, and Cultural Facilities) would be available. The calendar shows the total amount of funds that would be available without bonding.

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## MEMORANDUM

DATE September 14, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Use of Measure A Funds - Bonding

Measure A will potentially generate \$96 million per year to fund parks, open space, beaches, rivers protection, and water conservation projects throughout Los Angeles County. This memorandum explores how bonding and other financing mechanisms could be employed to bring forward annual revenue flows to pay for capital improvements up front.

Because bonding is the most commonly used and least costly means to bring funding forward, the majority of this memo covers the bonding process. Table 1 at the end of this memo provides examples illustrating the amount of annual debt service and the proceeds from bond issuance for each study area.

The memo describes relevant provisions of Measure A and how it allocates funding based in part on information from the 2016 *Los Angeles Countywide Comprehensive Parks and Recreation Needs Assessment Final Report* (PNA). This memo assumes the reader's familiarity with the PNA.

## 1. MEASURE A BACKGROUND

### 1.1 Special Tax Revenue

Approved by Los Angeles County voters on November 8, 2016, Measure A established a special tax on improved parcels at a rate of \$0.015 per square foot of structural improvements, excluding improvements for parking. As of the 2016 Assessor Tax Roll, there were 6,453,696,929 square feet of improvements subject to the special tax. Thus, the Measure A special tax would generate \$96,805,453.

The funds generated by the tax will first become available for expenditures beginning with the fiscal year starting July 1, 2018. The first collection of the tax will be based on the 2017 Assessor Tax Roll, so the actual amount collected may be higher than \$96.8 million estimated for this memo.

The measure allows, but does not require, the Board of Supervisors to adjust the rate of the tax by an amount up to the cumulative increases in the consumer price index from July 1, 2017 onward. Thus, in future years, the tax revenue generated by Measure A can be expected to increase from increases in improvement square footage and potential increases in the tax rate.

## 1.2 Annual Expenditures

### 1.2.1 Major Functional Groups

The funds generated by the special tax will be administered by the Regional Parks and Open Space District (RPOSD) to fund eligible project types described in the measure. The measure divides annual revenue into three major functional groups with specific percentage allocations:<sup>1</sup>

- + Projects and Programs [divided into five categories, see Section 1.2.2], 77.8 percent
- + Maintenance and Service, 15 percent
- + Administration and Planning, 7.2 percent

The measure does not identify debt service as an eligible use of funds for the second and third functional groups. Therefore, this memorandum restricts its review and analysis to the first functional group, projects and programs.

### 1.2.2 Expenditure Schedule for Projects and Programs

For the functional group Projects and Programs, the measure establishes five allocation categories. The data in parentheses indicate the percentage of total special tax revenue allocated to each category<sup>2</sup>:

- + Category 1: Community Based Park Investment Program (35 percent)
- + Category 2: Safe Parks, Healthy Communities, Urban Greening Program (13 percent)
- + Category 3: Protecting Open Spaces, Beaches, Watershed Program (13 percent)
- + Category 4: Regional Recreational Facilities, Trail and Accessibility Program (13 percent)
- + Category 5: Youth and Veteran Job Training Placement Opportunities (3.8 percent)

For Categories 1 and 2, the revenues are intended to be distributed to each study area based on the per capita and structural improvement formula. Category 1 includes all study areas; Category 2 includes only those study areas identified as high need and very high need in the 2016 Countywide Parks Needs Assessment.

For Category 3, Measure A requires RPOSD to prioritize the funding allocation to projects with the greatest regional benefit and projects addressing the greatest regional need. For Category 4, Measure A requires RPOSD to prioritize projects that provide linkages among various regional recreational assets. For Category 5, RPOSD will allocate funding to organizations, with a priority on areas of high need and very high need.

The measure ensures an annual allocation of revenue to each study area for Categories 1 and 2, and this annual allocation could be used to secure bond financing. RPOSD expects funding in the remaining categories to be allocated through an annual competitive grant process.

Nevertheless, Measure A clearly allows RPOSD to use funding from all five categories for debt service<sup>3</sup>. This memorandum focuses on the use of bonding for Categories 1 and 2, but the issues discussed herein would be applicable if RPOSD were to issue debt for projects in Categories 3, 4, or 5.

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<sup>1</sup> Measure A, Sections 6(e)(1)–(3)

<sup>2</sup> Measure A, Sections 5(b)(1)–(5)

<sup>3</sup> Measure A, Section 6(e)(1)

### 1.2.3 Per Capita and Structural Improvement Formula

Measure A establishes a per capita and structural improvement formula to determine the percentage of revenues allocated to each study area. Each study area's share of revenue is based on the study area's percentage share of the total population among study areas and its percentage share of total square footage of improvements (excluding parking) among study areas. The formula is weighted such that the allocation percentage equals two thirds the percentage share of population plus one third the percentage share of square footage of improvements ( $[\text{Per Capita} + \text{Per Capita} + \text{Structural Improvements}]/3$ ).

Table 1 provides preliminary estimates of the ratios derived from the per capita and structural improvement formula. These estimates are intended only for the purpose of illustrating how bonding could be applied to Measure A funds. The actual ratios that RPOSD will use to allocate Measure A funds will be determined by RPOSD at a later a date.

For allocation Category 1, all study areas are included, so the total population is the total countywide population and the total structural improvements is the total countywide square footage of improvements. For allocation Category 2, only high and very high need study areas are included, so the total population is the total population across the high and very high need study areas and the total improvements is the total square footage of improvements across the high and very high need study areas.

Study Area 82, which consists of the area within the City of Alhambra provides an example. The study area's population, 84,903, is 0.84 percent of the countywide population, 10,069,287. The total non-parking improvements in the study area, 45,795,666 square feet, is 0.73 percent of the total countywide non-parking improvements, 6,305,293,386 square feet. Thus, study area 82 would receive  $(0.84 + 0.84 + 0.73) \div 3$ , or 0.80 percent, of the Category 1 allocation.

For Category 2, the study area's population is 1.60 percent of the total population across high-need and very high-need study areas, 5,294,919. The total non-parking improvements in the study area is 1.69 percent of the total non-parking improvements across the high-need and very high-need study areas, 2,713,174,198 square feet. Thus, study area 82 would receive  $(1.60 + 1.60 + 1.69) \div 3$ , or 1.63 percent, of the Category 2 allocation.

## 2. FINANCING MECHANISMS GENERALLY

There are two ways that local governments can pay for projects and programs: pay-as-you-go funding and borrowing. An example of each is provided below.

A local government whose highest parks and recreation priority is repairing and upgrading existing facilities could use its annual Measure A Category 1 allocation to fund the repairs and upgrades. Depending on the extent of improvements, pay-as-you-go funding could take several years. However, all the revenue would go toward improvements, and none would go to interest payments. The local government also could supplement the Measure A revenue allocation with its general fund and with grants from other governmental agencies and nongovernmental organizations.

A local government whose highest parks and recreation priority is the construction of a new community center and public swimming pool would likely find that it is not practical to spread the construction out of the many years it would take to pay the cost with the annual Measure A allocation alone. The local government would most likely need to rely on borrowed money to pay for the improvement. The community would benefit early on from the new facility, but most, if not all, of the study area's Measure



A special tax allocation would be used for debt service. In addition, a third of the Measure A revenue would be used for interest payments and other financing costs.

## **2.1 Bonding**

Issuing bonds is the most common way governmental agencies borrow money to finance expensive projects.

Borrowing, or debt financing, is accomplished by issuing bonds to pay for specific projects or services. A bond is a debt instrument bearing a stated rate of interest that matures on a certain date, at which time a fixed sum of money plus interest is payable to the bondholder. Bond issuance is often structured with a series of bonds, in which case a different bond matures in each year over 20- to 30-year period.

Municipal bonds are very attractive to certain investors because they carry a lower risk of default than similar investment-grade corporate bonds and because the interest earned by the investor is exempt from federal and state taxes. Consequently, investors will accept a lower interest rate on tax-exempt issues, which reflects their reduced tax burden. This lower rate reduces borrowing costs for state and local governments by approximately 25 percent.

Municipal securities consist of both short-term issues (often called notes, which typically mature in one year or less) and long-term issues (commonly known as bonds, which mature in more than one year). Short-term notes are used by an issuer to raise money for a variety of reasons, but are not applicable to the present discussion of forwarding Measure A special tax revenues.

In the case of Measure A, Los Angeles County would most likely issues on behalf of RPOSD, as with previous RPOSD bonds. The office of the Los Angeles County Treasure and Tax Collector (TTC) oversees bond sales for the County, and was consulted in the preparation of this memo.

### **2.1.1 Key Terms**

#### **Principal**

The amount that the municipality is borrowing up front, also called the “par”.

#### **Maturity**

Maturity is the date when the principal will be paid back. There are two kinds of bond maturities – term bonds mature on a single date, while serial bonds have maturities that are staggered over single years. Serial bonds are less risky for investors because they quickly begin getting principal back, and it’s cheaper for issuers because they only pay interest on the principal they have left. Usually, the final maturity is between 21 and 26 years after the bond issue.

#### **Coupon**

The coupon is the amount of interest paid to bondholders on an annual or semiannual basis. The coupon can be fixed or variable.

#### **Callability**

If a bond has a call provision, it may be “called” or paid off earlier than the maturity date, at a slight premium to par.

### **Revenue Bond**

Revenue bonds are paid back using revenue made from the project. For example, UC school bonds are paid back using tuition, multi-family housing bonds can be paid back using rent, and toll roads can be paid back using tolls. Bonding under Measure A would be revenue bonds because revenue from the special tax would be pledged for bond repayment.

### **Serial Bond**

A series of bonds which mature in consecutive years or other intervals and are not subject to sinking fund provisions.

### **Term Bond**

Bonds that come due in a single maturity. The issuer usually must make payments into a sinking fund to provide for redemption of the bonds before maturity or for payment at maturity.

## **2.1.2 Key People**

There are several important roles and responsibilities in municipal bonding. For present purposes, it is likely that County staff would fill these roles, as indicated below.

### **Municipal Issuer**

The agency raising money through bonds. For Measure A, the County of Los Angeles would be the municipal issuer. Measure A authorizes the RPOSD to issue bonds. It may appear to be a matter of semantics, the RPOSD would be a distinct and separate entity when issuing bonds, although the same Measure A special tax would be used to secure repayment of bonds whether issued by the County or by the RPOSD. Because it would take time for the RPOSD to establish a credit rating and be certified, it is likely that at least the initial bond issuance will be through the County of Los Angeles.

### **Municipal Advisor**

Acts in the interest of and advises the municipal issuer, and serves as the liaison between the municipality, underwriters, and credit rating agency. Utilization of a municipal advisor became more common following the Dodd-Frank Wall Street Reform and Consumer Protection Act which requires issuers to appoint a municipal advisor or file to opt out.

### **Bond Counsel**

Legal professionals who verify the legal details and ensure the issuance complies with all applicable laws and regulations. They also draft the core documentation. The County Counsel of Los Angeles County may provide some early assistance in the bonding process, the County would retain outside counsel to serve as the official bond counsel for bond issuance.

### **Underwriter**

Publicly administers the issuance and distributes the bonds, and serve as the bridge between the buy and sell side of the bonds. The underwriter will decide the price, return, and time span of the bonds.

### **Brokers**

Brokers are the step between the underwriter and the bond holders. The distribution and sale of bonds relies on a legacy system that requires tremendous overhead, and so most sales are made only to high net worth individuals and organizations that will buy large quantities of bonds.

### **Bond Holder**

Can purchase bonds at time of issuance or from other bond holders at some time after issuance. The bond holder receives payments over time, composed of interest on the invested principal (or loan) and a return of the principal itself.

## **2.2 Certificates of Participation**

Certificates of participation (COPs) can be used to finance capital projects. COPs are sold to investors in much the same way as tax-exempt municipal bonds, and the interest earned by investors is generally exempt from taxation. COPs are typically used when local governments want to avoid a public vote, as is required for the issuance of general obligation bonds.

Because Measure A authorizes RPOSD to issue bonds and to use the special tax revenue to repay the bonds, no further public vote is necessary. Thus, COPs would have no benefit over straight-forward municipal bonding for Measure A projects.

## **2.3 Short-Term Notes and Loans**

Short-term notes, commercial paper, and loans are financing mechanisms that local governments use to bridge the gap between the immediate opportunity for a desired project and the length of time needed to secure long-term bond financing. Short-term financing is more expensive, i.e., a larger percentage of the special tax revenue will be spent on interest and financing costs, than bonding. It seems unlikely that RPOSD will need to use short-term financing for projects funded under Measure A.

One exception may be for land acquisition for new park development. Oftentimes, opportunities to purchase land at affordable prices are time-constrained decisions. This is especially true in many Los Angeles County communities that are mostly built out. RPOSD may want to explore opportunities for short-term financing as part of a strategy to facilitate land acquisition for new parks.

# **3. MEASURE A BONDING - KEY ISSUES**

## **3.1 Identification of Projects**

Projects to be funded with bonds will need to be specified prior to the issuance of bonds. Not every municipally-issued bond is exempt from taxes. As part of the issuance process, the bond counsel will certify that the projects being funded qualify the interest paid on the bonds to be exempt from taxes.

This does not mean that projects cannot change. However, RPOSD will need to have a policy on the level of project description necessary for proposed projects to be included in a bond issuance.

### 3.2 Timely Completion of Projects

RPOSD will need to establish a policy on the readiness of proposed projects to proceed to construction as a prerequisite for inclusion in a bond issuance because projects will need to be completed within three years to comply with requirements.

A key advantage for investors in municipal bonds is that the interest payments they receive are exempt from taxes. The interest rate paid on these bonds will be lower than the interest that the County may earn when it invests the bond proceeds until they are actually spent. The difference between the interests the County earns on the short-term investment of the bond proceeds and the interests the County pays on the bonds is known as arbitrage. For the interests paid on bonds to be exempt from taxes, federal regulations limit arbitrage. While the Los Angeles County Treasurer and Tax Collector (TTC) will bear some responsibility for complying with arbitrage requirements for invested bond proceeds, a key factor in compliance will be completing projects within three years.

### 3.3 Changing Allocation Ratios

Study areas that experience a decline in their percentage share of population and/or their percentage share of total non-parking improvement square footage could see a reduction in their percentage share of Category 1 and 2 funds. Hopefully, the annual increase in countywide improvement square footage will outpace the possible declines in study area percentages so that no study area will experience an absolute decrease in the annual dollar amount of allocations. However, it is theoretically possible that actual dollar allocations could decrease from year to year in some study areas, affecting their individual ability to pay their share of the debt service.

The overall Measure A special tax revenue will be available for RPOSD to make debt service payments, so this should not be an issue with bond issuance. The overall special tax revenue would only decline if there were a decrease in the total improved square footage across Los Angeles County.

However, it is possible that the allocation to a study area could decline below the level of debt service attributable to that study area. RPOSD may want to consider a policy that limits the percentage of an individual study area's allocation that can be used for debt service in order to avoid problems should that allocation decline.

## 4. EXAMPLES OF POTENTIAL BONDING PROCEEDS

Table 1 provides two examples to illustrate the amount of funding that could be brought forward through bonding against Measure A special tax revenue for allocation Categories 1 and 2. The first example generates the minimum bond issuance recommended by the TTC, \$100 million. The second illustrates the bonding proceeds if the total anticipated Category 1 and 2 revenues were used for debt service.

The data in Table 1 assume that every study area participates in the bond issuance. In practice, not every study area will participate, and some study areas may only use a portion of their Category 1 and 2 allocation for debt service, reserving the remainder for pay-as-you-go projects. In order to issue the minimum \$100 million in bonds, RPOSD will need a sufficient number of study areas with more than the minimum amount shown in Table 1 or a combination of such study areas and projects under Categories 3, 4, and 5.

Agencies wishing to participate in the bond issuance can expect to receive between 14.2 and 15.9 times their annual allocation, depending on the specifics of the bonding amount and maturity date (refer to Sections 4.1 and 4.2 for additional information). For example, a city with an annual allocation of \$100,000 could expect to receive between \$1.42 million and \$1.59 million if they participated in the bond issuance. RPOSD would then be responsible for making annual payments on these funds until the bond reaches maturity (20 to 25 years, depending on the specifics of the bond).

Finally, it is important to note that even for study areas that use their entire Category 1 and 2 revenue stream for bonding, additional revenue may be available for pay-as-you-go projects in subsequent years if the countywide total improvement square footage increases and, hence, the Measure A special tax revenue increases.

Table 2 provides bonding samples provided by the TTC. The data in Table 1 are based on the data in Table 2. The maturity for the bonds will be based on the actual projects that are proposed and may be as long as 30 years. The data provided by TTC and the two examples use 20- and 25-year maturities. The data provided by TTC use a base case reflecting current interest rates and cases with interest rates increased by 100 basis points to reflect what market conditions might be when bonds are issued in the future. The two examples are based on the current interest rates plus 100 basis points.

## 4.1 Minimum Bonding Amount

The TTC has indicated that the most efficient use of bonding is a minimum of \$100 million in proceeds. A \$100,761,002.85 serial bond issuance with maturity over 20 years would generate \$100 million in proceeds. The largest annual debt service payment would be \$7,040,625.00, out of the total Category 1 and 2 allocation of \$45,537,286. The proceeds equal 14.2 times the maximum annual debt service, and the debt service represents 15.5 percent of the annual Category 1 and 2 allocation.

Table 1 provides the estimated largest annual debt service and the estimated bond proceeds for each study area, based on \$100 million bond proceeds, a 20-year maturity, and true interest cost of 3.65 percent.

## 4.2 Maximum Bonding Amount

The Category 1 and 2 allocation preliminarily estimated for the first year of collection of the Measure A special tax is \$45,537,286. The second example in Table 2 estimates the bond proceeds if the entire Category 1 and 2 allocation were pledged to repay the debt.

A \$729,781,236.17 serial bond issuance with maturity over 25 years would generate \$726,180,000.00 in bond proceeds. The largest annual debt service would be \$45,537,286.00. The proceeds equal 15.9 times the maximum annual debt service, and the debt service equals 100 percent of the annual Category 1 and 2 allocation. For future planning, RPOSD may use a multiplier lower than 15.9 to limit the maximum amount of Category 1 and 2 revenue that can be used for debt services, as discussed in Section 3.3.

Table 1 provides the estimated largest annual debt service and the estimated bond proceeds for each study area based on \$726 million bond proceeds, 25-year maturity, and true interest cost of 3.93 percent.

**Table 1: Category 1 and 2 Allocation Ratios and Example Bond Proceeds and Debt Service, By Study Area**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
Agoura Hills	Very Low	0.2%	0.0%	81,293	12,569	178,519	81,293	1,296,371
Alhambra	High	0.8%	1.6%	468,266	72,400	1,028,313	468,266	7,467,401
Arcadia	Low	0.6%	0.0%	214,229	33,122	470,447	214,229	3,416,295
Artesia	High	0.2%	0.3%	91,126	14,089	200,113	91,126	1,453,184
Avalon / UI Channel Islands North	Very Low	0.0%	0.0%	14,549	2,249	31,950	14,549	232,016
Azusa	Moderate	0.4%	0.0%	148,172	22,909	325,386	148,172	2,362,890
Baldwin Park	Very High	0.7%	1.3%	382,706	59,171	840,423	382,706	6,102,982
Bell	Very High	0.3%	0.6%	181,022	27,988	397,524	181,022	2,886,741
Bell Gardens	Very High	0.3%	0.7%	200,165	30,948	439,562	200,165	3,192,010
Bellflower	Very High	0.7%	1.4%	392,675	60,712	862,314	392,675	6,261,955
Beverly Hills	Moderate	0.5%	0.0%	170,411	26,348	374,222	170,411	2,717,527
Bradbury / UI Bradbury	Very Low	0.0%	0.0%	5,756	890	12,640	5,756	91,791
Burbank	Low	1.2%	0.0%	388,437	60,057	853,009	388,437	6,194,379
Calabasas	Very Low	0.3%	0.0%	96,403	14,905	211,702	96,403	1,537,335
Carson	High	1.1%	2.2%	627,689	97,048	1,378,407	627,689	10,009,713
Cerritos / UI Cerritos	Low	0.6%	0.0%	195,664	30,252	429,679	195,664	3,120,246
Claremont / UI Claremont	Low	0.4%	0.0%	135,090	20,887	296,657	135,090	2,154,265
Commerce	Moderate	0.4%	0.0%	117,263	18,130	257,510	117,263	1,869,986
Compton	High	0.9%	1.8%	526,882	81,463	1,157,035	526,882	8,402,158
Covina	Moderate	0.5%	0.0%	162,057	25,056	355,879	162,057	2,584,320
Cudahy	Very High	0.2%	0.4%	112,336	17,369	246,690	112,336	1,791,412
Culver City	Moderate	0.5%	0.0%	154,370	23,868	338,998	154,370	2,461,733
Diamond Bar	Low	0.6%	0.0%	193,763	29,958	425,504	193,763	3,089,925
Downey	High	1.1%	2.2%	625,862	96,766	1,374,395	625,862	9,980,580
Duarte	Low	0.2%	0.0%	70,073	10,834	153,880	70,073	1,117,446
El Monte	Very High	1.0%	2.0%	582,303	90,031	1,278,739	582,303	9,285,947

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
El Segundo	Low	0.3%	0.0%	101,779	15,736	223,506	101,779	1,623,057
Gardena	High	0.6%	1.2%	354,993	54,886	779,566	354,993	5,661,054
Glendale - Northside	Low	1.1%	0.0%	375,954	58,127	825,595	375,954	5,995,306
Glendale - Southside	Very High	0.8%	1.7%	486,200	75,173	1,067,697	486,200	7,753,402
Glendora / UI Glendora	Low	0.5%	0.0%	175,926	27,200	386,335	175,926	2,805,484
Hawaiian Gardens	Moderate	0.1%	0.0%	39,960	6,178	87,752	39,960	637,237
Hawthorne	Very High	0.8%	1.6%	471,857	72,955	1,036,198	471,857	7,524,666
Hermosa Beach	Moderate	0.2%	0.0%	70,271	10,865	154,316	70,271	1,120,612
Hidden Hills	Not Participating	0.0%	0.0%	9,976	1,542	21,907	9,976	159,087
Huntington Park	Very High	0.5%	1.0%	294,474	45,529	646,666	294,474	4,695,962
Industry	Very Low	0.4%	0.0%	127,836	19,765	280,727	127,836	2,038,586
Inglewood	Very High	1.0%	2.1%	599,346	92,666	1,316,166	599,346	9,557,736
Irwindale	Very Low	0.1%	0.0%	27,752	4,291	60,943	27,752	442,560
LA Arleta - Pacoima	High	0.9%	1.8%	510,950	78,999	1,122,048	510,950	8,148,086
LA Baldwin Hills - Leimert - Hyde Park	High	0.8%	1.6%	454,494	70,270	998,070	454,494	7,247,788
LA Bel Air - Beverly Crest/ UN Hollywood Hills	Very Low	0.3%	0.0%	102,404	15,833	224,880	102,404	1,633,036
LA Boyle Heights	Very High	0.8%	1.6%	451,021	69,733	990,444	451,021	7,192,408
LA Brentwood - Pacific Palisades	Moderate	0.7%	0.0%	248,374	38,402	545,430	248,374	3,960,806
LA Canada Flintridge	Very Low	0.2%	0.0%	81,304	12,571	178,543	81,304	1,296,543
LA Canoga Park - Winnetka	Very High	0.9%	1.7%	494,977	76,529	1,086,970	494,977	7,893,360
LA Central City	Very High	0.8%	1.8%	498,927	77,140	1,095,644	498,927	7,956,351
LA Central City North	High	0.3%	0.6%	171,080	26,451	375,691	171,080	2,728,194
LA Chatsworth - Porter Ranch / UI Chatsworth	Low	1.2%	0.0%	389,340	60,197	854,992	389,340	6,208,781
LA Encino - Tarzana	Moderate	0.9%	0.0%	287,551	44,459	631,463	287,551	4,585,557
LA Exposition Park - University Park - Vermont Sq	Very High	1.5%	3.0%	858,224	132,692	1,884,662	858,224	13,686,036
LA Granada Hills - Knollwood	Moderate	0.6%	0.0%	203,993	31,540	447,970	203,993	3,253,070
LA Harbor Gateway	High	0.4%	0.9%	261,654	40,455	574,593	261,654	4,172,578

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
LA Hollywood - North	Moderate	1.1%	0.0%	361,479	55,889	793,808	361,479	5,764,478
LA Hollywood - South	Very High	1.0%	2.1%	596,885	92,286	1,310,760	596,885	9,518,479
LA Mission Hills - Panorama City - North Hills	Very High	1.3%	2.6%	755,630	116,830	1,659,366	755,630	12,049,981
LA North Hollywood - Valley Village	Very High	1.3%	2.7%	781,118	120,770	1,715,336	781,118	12,456,430
LA Northeast Los Angeles - North	Moderate	1.3%	0.0%	447,806	69,236	983,384	447,806	7,141,138
LA Northeast Los Angeles - South	Moderate	0.8%	0.0%	279,030	43,141	612,750	279,030	4,449,670
LA Northridge	High	0.7%	1.4%	401,770	62,119	882,289	401,770	6,407,003
LA Palms - Mar Vista - Del Rey	Very High	1.1%	2.2%	637,179	98,516	1,399,247	637,179	10,161,051
LA Reseda - West Van Nuys	High	1.0%	2.1%	610,699	94,422	1,341,096	610,699	9,738,768
LA San Pedro / Port of Los Angeles / UI La Rambla	Moderate	0.8%	0.0%	259,770	40,164	570,455	259,770	4,142,531
LA Sherman Oaks - Studio City / UI Universal City	Low	1.0%	0.0%	318,468	49,239	699,357	318,468	5,078,588
LA Silver Lake - Echo Park - Elysian Valley	Moderate	0.7%	0.0%	220,766	34,133	484,803	220,766	3,520,543
LA South Los Angeles	Very High	0.9%	1.9%	540,135	83,512	1,186,138	540,135	8,613,500
LA Southeast Los Angeles	Very High	1.3%	2.5%	721,137	111,497	1,583,620	721,137	11,499,930
LA Southeast Los Angeles - North	Very High	1.2%	2.4%	692,453	107,062	1,520,629	692,453	11,042,506
LA Sun Valley - La Tuna Canyon	High	0.9%	1.8%	514,252	79,510	1,129,298	514,252	8,200,740
LA Sunland-Tujunga-Lake View Terr-Shadow Hills	Low	0.6%	0.0%	198,859	30,746	436,695	198,859	3,171,195
LA Sylmar	Moderate	0.7%	0.0%	244,260	37,766	536,396	244,260	3,895,201
LA Valley Glen - North Sherman Oaks	High	0.8%	1.6%	456,091	70,517	1,001,577	456,091	7,273,249
LA Van Nuys - North Sherman Oaks	Very High	0.8%	1.6%	463,426	71,651	1,017,684	463,426	7,390,220
LA Venice	Very High	0.4%	0.8%	230,271	35,603	505,677	230,271	3,672,122
LA West Adams	Very High	0.9%	1.7%	504,018	77,927	1,106,825	504,018	8,037,541
LA West Hills - Woodland Hills / UI Canoga Park	Moderate	1.1%	0.0%	355,340	54,940	780,329	355,340	5,666,590
LA West Los Angeles	High	1.0%	2.0%	572,906	88,578	1,258,103	572,906	9,136,095
LA Westchester - Playa del Rey / LAX	High	0.7%	1.4%	408,550	63,167	897,177	408,550	6,515,119
LA Westlake	Very High	1.0%	2.0%	585,058	90,457	1,284,788	585,058	9,329,876
LA Westwood / UI Sawtelle VA Center	Very High	0.6%	1.1%	327,194	50,588	718,519	327,194	5,217,739



**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
LA Wilmington - Harbor City / LA Port of LA	Moderate	0.7%	0.0%	234,339	36,232	514,609	234,339	3,736,989
LA Wilshire - Koreatown	Very High	1.5%	3.1%	889,752	137,567	1,953,898	889,752	14,188,817
LA Wilshire - West	High	1.4%	2.9%	812,826	125,673	1,784,967	812,826	12,962,075
La Habra Heights	Very Low	0.1%	0.0%	21,799	3,370	47,872	21,799	347,635
La Mirada	Moderate	0.5%	0.0%	175,867	27,191	386,205	175,867	2,804,545
La Puente	High	0.3%	0.7%	196,298	30,350	431,070	196,298	3,130,345
La Verne / UI La Verne/ UI Claremont	Very Low	0.4%	0.0%	118,117	18,262	259,385	118,117	1,883,598
Lakewood / UI Lakewood	Low	0.8%	0.0%	252,697	39,070	554,922	252,697	4,029,736
Lancaster - Eastside	Moderate	0.6%	0.0%	206,468	31,923	453,405	206,468	3,292,534
Lancaster - Westside	Moderate	1.0%	0.0%	320,581	49,566	703,997	320,581	5,112,289
Lawndale	Very High	0.3%	0.6%	164,810	25,482	361,923	164,810	2,628,214
Lomita	Moderate	0.2%	0.0%	64,521	9,976	141,688	64,521	1,028,911
Long Beach Central	Low	0.4%	0.0%	118,075	18,256	259,294	118,075	1,882,940
Long Beach East / UI Long Beach	Low	0.8%	0.0%	262,941	40,654	577,420	262,941	4,193,106
Long Beach North	High	0.8%	1.6%	456,476	70,577	1,002,422	456,476	7,279,389
Long Beach South	High	1.8%	3.6%	1,025,154	158,501	2,251,240	1,025,154	16,348,055
Long Beach West	Very High	0.7%	1.4%	401,297	62,045	881,249	401,297	6,399,452
Lynwood/ UI Lynwood	High	0.6%	1.2%	342,470	52,950	752,064	342,470	5,461,339
Malibu	Very Low	0.2%	0.0%	57,909	8,954	127,169	57,909	923,477
Manhattan Beach	Low	0.4%	0.0%	140,005	21,647	307,452	140,005	2,232,653
Maywood	Very High	0.2%	0.4%	126,652	19,582	278,129	126,652	2,019,718
Monrovia	Low	0.4%	0.0%	126,866	19,615	278,599	126,866	2,023,129
Montebello	Moderate	0.6%	0.0%	207,141	32,027	454,882	207,141	3,303,264
Monterey Park	Moderate	0.6%	0.0%	199,616	30,863	438,357	199,616	3,183,261
Norwalk	High	0.9%	1.9%	535,264	82,758	1,175,441	535,264	8,535,818
Palmdale - Eastside / UI South Antelope Valley	Low	0.9%	0.0%	300,766	46,502	660,484	300,766	4,796,302
Palmdale - Westside	Low	0.6%	0.0%	210,061	32,478	461,294	210,061	3,349,822

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
Palos Verdes Estates	Very Low	0.2%	0.0%	57,936	8,958	127,228	57,936	923,906
Paramount	Very High	0.5%	1.0%	290,336	44,890	637,579	290,336	4,629,968
Pasadena - Eastside / UI Kinneloa Mesa	Moderate	0.6%	0.0%	207,092	32,019	454,774	207,092	3,302,477
Pasadena - Westside	Moderate	0.9%	0.0%	311,173	48,111	683,336	311,173	4,962,250
Pico Rivera	Low	0.6%	0.0%	197,192	30,488	433,035	197,192	3,144,613
Pomona - Northside	Moderate	0.8%	0.0%	263,595	40,755	578,856	263,595	4,203,533
Pomona - Southside	Moderate	0.6%	0.0%	209,468	32,386	459,993	209,468	3,340,374
Rancho Palos Verdes	Very Low	0.5%	0.0%	160,444	24,807	352,336	160,444	2,558,593
Redondo Beach	Moderate	0.7%	0.0%	241,571	37,350	530,490	241,571	3,852,313
Rolling Hills	Not Participating	0.0%	0.0%	9,148	1,414	20,089	9,148	145,886
Rolling Hills Estates / UI Westfield	Very Low	0.1%	0.0%	42,148	6,517	92,557	42,148	672,128
Rosemead	Moderate	0.5%	0.0%	161,428	24,959	354,496	161,428	2,574,276
San Dimas / UI San Dimas	Very Low	0.4%	0.0%	124,012	19,174	272,330	124,012	1,977,606
San Fernando	High	0.2%	0.5%	129,535	20,028	284,460	129,535	2,065,690
San Gabriel	Moderate	0.4%	0.0%	126,789	19,603	278,428	126,789	2,021,890
San Marino	Very Low	0.2%	0.0%	54,263	8,390	119,163	54,263	865,336
Santa Clarita - North	Moderate	1.3%	0.0%	424,878	65,691	933,034	424,878	6,775,505
Santa Clarita - South	Moderate	1.0%	0.0%	324,638	50,193	712,907	324,638	5,176,987
Santa Fe Springs	Low	0.4%	0.0%	144,969	22,414	318,352	144,969	2,311,812
Santa Monica	Moderate	1.1%	0.0%	352,177	54,451	773,381	352,177	5,616,139
Sierra Madre	Very Low	0.1%	0.0%	39,551	6,115	86,854	39,551	630,719
Signal Hill	Very Low	0.1%	0.0%	45,670	7,061	100,290	45,670	728,289
South El Monte/ UI El Monte/ UI Whittier Narrows	Low	0.2%	0.0%	81,852	12,655	179,747	81,852	1,305,288
South Gate	Very High	0.8%	1.7%	481,402	74,431	1,057,161	481,402	7,676,889
South Pasadena	Low	0.3%	0.0%	87,950	13,598	193,139	87,950	1,402,533
Temple City	High	0.3%	0.7%	200,770	31,042	440,892	200,770	3,201,671
Torrance - North	High	0.7%	1.5%	422,858	65,379	928,597	422,858	6,743,289

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
Torrance - South	Low	0.9%	0.0%	293,749	45,417	645,074	293,749	4,684,398
UI Acton/ UI South Antelope Valley	Very Low	0.1%	0.0%	40,681	6,290	89,335	40,681	648,730
UI Agua Dulce-Angeles NF-Canyon Country	Low	0.1%	0.0%	32,374	5,005	71,094	32,374	516,273
UI Altadena	Low	0.4%	0.0%	138,774	21,456	304,747	138,774	2,213,012
UI Angeles National Forest	Low	0.0%	0.0%	7,849	1,214	17,236	7,849	125,167
UI Azusa	Moderate	0.2%	0.0%	50,256	7,770	110,362	50,256	801,424
UI Bassett-West Puente Valley	Very High	0.2%	0.4%	115,050	17,788	252,651	115,050	1,834,699
UI Castaic	Moderate	0.4%	0.0%	128,239	19,827	281,613	128,239	2,045,015
UI Charter Oak Islands	High	0.2%	0.3%	99,706	15,416	218,956	99,706	1,590,011
UI Compton	Low	0.1%	0.0%	37,736	5,834	82,868	37,736	601,772
UI Covina Islands	Moderate	0.0%	0.0%	15,350	2,373	33,709	15,350	244,785
UI Covina-San Dimas	Low	0.0%	0.0%	15,914	2,460	34,947	15,914	253,777
UI Del Aire	High	0.1%	0.2%	54,098	8,364	118,800	54,098	862,702
UI East Los Angeles - Northwest	Very High	0.6%	1.1%	320,562	49,563	703,954	320,562	5,111,975
UI East Los Angeles - Southeast	Very High	0.5%	0.9%	269,495	41,667	591,812	269,495	4,297,617
UI East Rancho Dominguez	Very High	0.1%	0.2%	70,394	10,884	154,585	70,394	1,122,562
UI East San Gabriel/ UI Arcadia	Very High	0.2%	0.4%	127,556	19,722	280,114	127,556	2,034,133
UI Florence-Firestone	Very High	0.5%	1.0%	297,109	45,937	652,452	297,109	4,737,976
UI Hacienda Heights-Whittier	Low	0.6%	0.0%	193,497	29,917	424,919	193,497	3,085,679
UI Hawthorne/ UI Alondra Park	Very High	0.1%	0.2%	55,177	8,531	121,168	55,177	879,900
UI La Crescenta - Montrose	Very Low	0.2%	0.0%	64,032	9,900	140,615	64,032	1,021,120
UI Ladera Heights / View Park - Windsor Hills	Very Low	0.2%	0.0%	65,702	10,158	144,282	65,702	1,047,747
UI Lake LA\ UI Pearblossom\UI Liano\UI Valyermo	Very Low	0.1%	0.0%	45,440	7,026	99,787	45,440	724,630
UI Lennox	Very High	0.2%	0.4%	104,307	16,127	229,057	104,307	1,663,369
UI Leona Valley/ UI Lake Hughes	Low	0.0%	0.0%	12,163	1,880	26,709	12,163	193,955
UI Littlerock	Very Low	0.1%	0.0%	27,804	4,299	61,059	27,804	443,396
UI Malibu	Low	0.1%	0.0%	20,398	3,154	44,794	20,398	325,283

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
UI Marina del Rey	Moderate	0.1%	0.0%	17,235	2,665	37,847	17,235	274,840
UI Monrovia	Low	0.1%	0.0%	47,213	7,300	103,679	47,213	752,898
UI Northeast Antelope Valley	Very Low	0.1%	0.0%	27,244	4,212	59,828	27,244	434,461
UI Northwest Antelope Valley	Low	0.1%	0.0%	17,616	2,724	38,684	17,616	280,915
UI Pellissier Village-Avocado Heights	Very Low	0.1%	0.0%	49,032	7,581	107,675	49,032	781,912
UI Quartz Hill-Lancaster	Moderate	0.2%	0.0%	60,514	9,356	132,890	60,514	965,019
UI Rowland Heights	Moderate	0.5%	0.0%	171,043	26,445	375,612	171,043	2,727,617
UI San Jose Hills	Moderate	0.2%	0.0%	54,801	8,473	120,343	54,801	873,907
UI San Pasqual/ UI East Pasadena	Very Low	0.1%	0.0%	29,748	4,599	65,326	29,748	474,386
UI Santa Monica Mountains/ UI Triunfo Canyon	Very Low	0.1%	0.0%	27,082	4,187	59,472	27,082	431,874
UI South Whittier/ UI East La Mirada	Moderate	0.6%	0.0%	193,305	29,887	424,499	193,305	3,082,624
UI Stevenson/Newhall Ranch	Very Low	0.2%	0.0%	74,681	11,547	163,999	74,681	1,190,928
UI Sunrise Village-S. San Gabriel-Whittier Narrows	Low	0.1%	0.0%	27,129	4,195	59,576	27,129	432,627
UI Topanga Canyon / Topanga	Very Low	0.1%	0.0%	26,722	4,132	58,682	26,722	426,135
UI Valinda	Moderate	0.2%	0.0%	64,178	9,923	140,934	64,178	1,023,437
UI Walnut Park	Very High	0.1%	0.3%	74,060	11,451	162,636	74,060	1,181,027
UI West Athens-Westmont	Very High	0.3%	0.7%	200,916	31,064	441,212	200,916	3,203,996
UI West Carson	High	0.2%	0.4%	125,788	19,448	276,231	125,788	2,005,936
UI West Rancho Dominguez	Very Low	0.1%	0.0%	32,773	5,067	71,969	32,773	522,622
UI West Whittier - Los Nietos	Low	0.2%	0.0%	74,652	11,542	163,935	74,652	1,190,466
UI Willowbrook	High	0.4%	0.7%	206,093	31,865	452,581	206,093	3,286,553
Vernon / UI Vernon	Very Low	0.3%	0.0%	85,100	13,158	186,881	85,100	1,357,092
Walnut	Very Low	0.3%	0.0%	105,252	16,273	231,134	105,252	1,678,452
West Covina	Moderate	1.0%	0.0%	340,068	52,579	746,790	340,068	5,423,037
West Hollywood	Very High	0.4%	0.9%	241,692	37,368	530,755	241,692	3,854,239
Westlake Village	Very Low	0.1%	0.0%	42,464	6,565	93,252	42,464	677,174
Whittier	Low	0.8%	0.0%	282,131	43,621	619,560	282,131	4,499,119

Table 1 continued

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
<b>TOTAL</b>		100.0%	100.0%	45,537,286	7,040,625	100,000,000	45,537,286	726,180,000

**Table 2: Bonding Scenarios Analysis**

General Assumptions:

- + Issue Date: 7/3/2017
- + Credit Rating: AAA
- + Reserve Fund: None
- + UW Discount: \$4/bond
- + Rates as of: 6/28/2017

<b>Group 1: \$100 million deposit</b>				
	A. 20 years, Base Case	B. 25 years, Base Case	C. 20 years, + 100bps	D. 25 years, + 100bps
<b>Sources</b>				
Par	\$ 82,830,000.00	\$ 83,245,000.00	\$ 88,995,000.00	\$ 89,720,000.00
Premium	17,901,358.15	17,489,193.70	11,766,002.85	11,042,009.85
Total	\$ 100,731,358.15	\$ 100,734,193.70	\$ 100,761,002.85	\$ 100,762,009.85
<b>Uses</b>				
Project Fund	\$ 100,000,000.00	\$ 100,000,000.00	\$ 100,000,000.00	\$ 100,000,000.00
COI + Add'l Proceeds	400,038.15	401,213.70	405,022.85	403,129.85
UW Discount	331,320.00	332,980.00	355,980.00	358,880.00
Total	\$ 100,731,358.15	\$ 100,734,193.70	\$ 100,761,002.85	\$ 100,762,009.85
True Interest Cost	2.884750%	3.251610%	3.652970%	3.932230%
Total D/S	\$ 134,103,616.67	\$ 148,922,188.89	\$ 144,080,966.67	\$ 160,506,327.78
Maximum Annual D/S	\$ 6,553,625.00	\$ 5,835,250.00	\$ 7,040,625.00	\$ 6,289,875.00
<b>Other Assumptions:</b>	\$400,000 COI			

Table 2 continued

<b>Group 2: \$200 million deposit</b>				
	A. 20 years, Base Case	B. 25 years, Base Case	C. 20 years, + 100bps	D. 25 years, + 100bps
<b>Sources</b>				
Par	\$165,415,000.00	\$166,240,000.00	\$177,720,000.00	\$179,165,000.00
Premium	35,749,293.05	34,926,398.60	23,495,868.70	22,051,820.35
Total	\$ 201,164,293.05	\$ 201,166,398.60	\$ 201,215,868.70	\$ 201,216,820.35
<b>Uses</b>				
Project Fund	\$200,000,000.00	\$200,000,000.00	\$200,000,000.00	\$200,000,000.00
COI + Add'l Proceeds	502,633.05	501,438.60	504,988.70	500,160.35
UW Discount	661,660.00	664,960.00	710,880.00	716,660.00
Total	\$ 201,164,293.05	\$ 201,166,398.60	\$ 201,215,868.70	\$ 201,216,820.35
True Interest Cost	2.884730%	3.251630%	3.653050%	3.932210%
Total D/S	\$267,808,488.89	\$297,402,072.22	\$287,730,633.33	\$320,527,794.44
Maximum Annual D/S	\$ 13,084,250.00	\$ 11,651,250.00	\$ 14,058,125.00	\$ 12,556,750.00
<b>Other Assumptions:</b>	\$500,000 COI			

Table 2 continued

<b>Group 2: \$300 million deposit</b>				
	A. 20 years, Base Case	B. 25 years, Base Case	C. 20 years, + 100bps	D. 25 years, + 100bps
<b>Sources</b>				
Par	\$247,995,000.00	\$249,235,000.00	\$266,445,000.00	\$268,615,000.00
Premium	53,597,029.95	52,363,041.45	35,225,450.65	33,060,715.90
Total	\$ 301,592,029.95	\$ 301,598,041.45	\$ 301,670,450.65	\$ 301,675,715.90
<b>Uses</b>				
Project Fund	\$300,000,000.00	\$300,000,000.00	\$300,000,000.00	\$300,000,000.00
COI + Add'l Proceeds	600,049.95	601,101.45	604,670.65	601,255.90
UW Discount	991,980.00	996,940.00	1,065,780.00	1,074,460.00
Total	\$ 301,592,029.95	\$ 301,598,041.45	\$ 301,670,450.65	\$ 301,675,715.90
True Interest Cost	2.884680%	3.251610%	3.653040%	3.932190%
Total D/S	\$401,503,550.00	\$445,874,205.56	\$431,374,050.00	\$480,545,072.22
Maximum Annual D/S	\$ 19,616,250.00	\$ 17,466,000.00	\$ 21,075,750.00	\$ 18,824,125.00
<b>Other Assumptions:</b>	\$600,000 COI			



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# Competitive Grants Calendar

**OPEN TO QUALIFIED GOVERNMENT AGENCIES, SPECIAL DISTRICTS, JOINT POWERS AUTHORITIES, NONPROFIT ORGANIZATIONS, AND SCHOOLS**

**For the following programs:**

- General Competitive Grants
- Recreation Access Grants
- Cultural Facilities Grants
- Youth and Veteran Grants

## COMPETITIVE GRANT PROGRAM CALENDAR

PROGRAM	FUND CATEGORY	FREQUENCY	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
General	Category 3 and 4	4 years	Q3 \$13,566,317				Q3 \$54,265,268				Q3 \$54,265,268				Q3 \$54,265,268
Recreation Access	Category 3 and 4	2 years	Q1 \$3,699,904		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808
Job Training/ Education	Category 5	3 years	Q2 \$3,605,035			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105
Cultural Facilities	Category 4	3 years			Q2 \$3,699,906			Q2 \$3,699,906			Q2 \$3,699,906			Q2 \$3,699,906	

Q = Calendar quarter when grant period begins  
 \$ = Total amount of funds available during grant period





**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #4  
September 28, 2017 9:00 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Manal Aboelata	Jay Duke	Sandra McNeil
Jean Armbruster	Hugo Enciso	Sussy Nemer
Jane Beesley	Belinda Faustinos	Bonnie Nikolai
Alina Bokde	Hugo Garcia	Dilia Ortega
John Bwarie	Karen Ginsberg	Stefan Popescu
Scott Chan	Mark Glassock	Jeff Rubin
Maria Chong-Castillo	John Johns	Bruce Saito
Cheryl Davis	Tori Kjer	Keri Smith
Reuben R. De Leon	Kim Lamorie	
Reyna Diaz	Linda Lowry	

**Alternate Members in Attendance:** Nicole Jones, Clement Lau, Cara Meyer, Zachia Nazarzai

**AGENDA ITEM: UPCOMING MEETINGS**

1. **Question:** Can we have meeting materials 7 days in advance of the October steering committee meeting? How can we engage the public? Can we make sure people who have attended previous meetings are invited?

**Response:** Yes, materials are provided in advance of the meetings via email. All materials are posted online after the meeting for the public to download. Steering Committee meetings are public meetings and are open to the public, and meeting dates and agendas are posted on the RPOSD website in advance of every meeting. Additional public engagement is planned for spring 2018.

**AGENDA ITEM: GRANTMAKING POLICY**

1. **Comment Summary: *Weighting level of need***
  - a. Level of need should not receive highest weighting because it does not treat open space equally because it neglects to provide for the needs of open space and wildlife corridors. We don't want to deprive future generations of trails and open space.

**Response Summary**

- a. The voters supported the measure based on the Needs Assessment, we need to focus on the purpose of the Needs Assessment, which is parks.
- b. The policy includes areas of high need OR "serving high need" which allows for open space projects that directly serve high-need area to be funded. This raises the bar for open space and trails projects to really serve the region better.

- c. We should focus on lowering the need of high and very high need areas, as identified in the Needs Assessment.
  - d. Level of Need is a great way to decide between 2 quality projects that are otherwise equal.
  - e. Level of Need is the most significant criterion and should always have highest weight.
  - f. Seeing the actual weighting will help everyone understand the implications.
  - g. Straw Poll: Who is in favor of Level of Need having the highest weighting?  
In favor: 20  
Opposed: 6  
Abstained: 2
2. **Question:** What are the thresholds for community engagement?  
**Response:** We will discuss this topic in October.
  3. **Comment:** The Grantmaking policy should consider long-range planning with relation to housing and transportation.
  4. **Comment:** High-need areas should receive more technical assistance than areas with lower need.
  5. **Comment:** Maybe there should be a policy regarding hiring and labor practices.
  6. **Comment:** Perhaps there should be a policy about evaluation criteria in general.

**AGENDA ITEM: GRANT GUIDELINES**

1. **Comment Summary: Targeting 30% of Funds**
  - a. General agreement that targeting 30% of Category 3 & 4 funds to high and very high needs area is acceptable.
  - b. General agreement that these funds should be targeted to high and very high need Study Areas.
  - c. “Intentionally and directly serving high-need areas” is hard to prove. Projects not in high or very high need areas can serve those areas. We need to find a way to prove if a project is truly serving a high need area. We also need a definition of what serving a high needs area means.
  - d. Study area level of need and subarea level of need are not interchangeable. The methodology to defining need is a different and this may not allow for apples to apples comparison of need. It complicates the evaluation process and we need a straightforward process (reference to AB31). Targeting this funding for high need subareas could result in all the targeted funds going to red subareas of low need study areas. Much more data on high need subareas is needed before we can decide.  
**Response:** Additional data on subareas will be provided at a future meeting.
2. **Comment Summary: Evaluation Criteria**
  - a. Should be “consistent with long-range plans.”
  - b. This is a great start
3. **Comment Summary: Award Brackets**
  - a. For Category 4 Cultural Facilities, do we really want a maximum that is so high that we give the whole pot to 1 project?
  - b. Keep maximums high because it makes projects more viable.
  - c. Bracket limits need to be re-evaluated in conjunction with the draft competitive grants calendar.

**AGENDA ITEM: TECHNICAL ASSISTANCE**

1. **Comment Summary: Funding**
  - a. General agreement on the components of the program.
  - b. Funds decreasing over time must be strongly connected to success of program. Change language to read “funds *may* decrease over time.” RPOSD must continue investing funds to build a solid program.

- c. Design the program based on need and then identify the cost of the program later. There are also outside funds that can contribute to the TA program.
- d. We need to see the cost evaluation of the program.

**AGENDA ITEM: BONDING**

- 1. **Comment Summary: *Process***
  - a. What will the process be like to request bonding?  
Response: Up to individual agencies/cities to decide
- 2. **Comment Summary: *Grant Cycles***
  - a. Waiting 4 years for grant cycles is problematic. We need more frequent cycles. People may have greater need for bonding if they have to wait longer to access grant funds. Annual cycles allow for better planning. Voters need to see more regular progress, especially in the first 5-10 years.
  - b. Add TA and Planning & Design funds to grant calendar
  - c. What happens to the interest on bonds?  
**Response:** It goes back to the top and flows back down.

**AGENDA ITEM: PUBLIC COMMENT**

- 1. Support for weighting level of need as the highest weighted evaluation criteria. Doing so will help leverage funds from organizations that fund projects geared toward the demographics represented in high need areas.
- 2. Question: Will there be help with administrative costs?  
Response: Administrative costs can be covered by a portion of allocations and grant funds. Need to differentiate between administration and planning and design costs.

*Meeting Adjourned.*



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation: Steering Committee Meeting #5**

**October 19, 2017  
9:30 AM – 12:00 PM**

**Los Angeles River Center & Gardens | Atrium  
570 W. Ave. 26, Los Angeles, CA 90065**

- 1. Technical Assistance Program**
- 2. Community Engagement Requirements**
- 3. RPOSD Outreach and Engagement Update**
- 4. Public Comment**
- 5. Meeting Adjournment**

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please telephone the Los Angeles County Regional Park and Open Space District at (213) 738-2981 TDD: (213) 427-6118 FAX: (213) 385-0875.

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

**Next Steering Committee meeting is on Thursday, December 7, 2017 from 9:30am to noon  
Kenneth Hahn Hall of Administration Room 140**



## TODAY'S AGENDA

1. Technical Assistance Program
2. Community Engagement Requirements for Potential Grantees
3. RPOSD Outreach and Engagement

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- Program Elements
- Program Costs
- Availability
- Evaluation

1. TECHNICAL ASSISTANCE PROGRAM

### 1. TECHNICAL ASSISTANCE

#### Program Elements

#### Technical Assistance

- Technical Assistance Management
- Application Assistance
- Community Outreach and Engagement
- Strategic Partnerships and Mentoring
- Planning & Design Assistance
- Technical Help Desk
- Grantee Help Desk

#### Planning & Design Funds

- Park Master Plans (10 per year)
- Feasibility Studies (10 per year)
- Site-Specific Plans/Studies (10 per year)

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1. TECHNICAL ASSISTANCE

**Program Elements: Technical Assistance Management**

- Technical Assistance Manager
- Countywide survey of technical assistance interest
- Technical Assistance awareness outreach
  - Includes 10 introductory workshops
- Technical Assistance evaluation and effectiveness

- Estimated Year One Cost: \$277,000




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1. TECHNICAL ASSISTANCE

**Program Elements: Application Assistance**

Type of Assistance	Available To	Reach
Introductory Workshops/Webinars	All	2 rounds of 10 workshops (20 total)
Enrollment Guide	All	Unlimited
Grant Writing Workshops/Webinars	H/VH Need SAs	10 workshops/grant category (30 total)
Grant Writing Handbook	All	Unlimited
Professional Grant Writing Services	H/VH Need SAs	40 applicants (60 hours each)
Application Feedback	All	40 applicants (60 hours each)
Estimated Year One Cost: \$804,000		




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1. TECHNICAL ASSISTANCE

**Program Elements: Community Outreach & Engagement**

Type of Assistance	Available To	Reach
Outreach & Facilitation Training Workshops	All	10 workshops/year
Resource Toolkit	All	Unlimited
Outreach Services	H/VH Need SAs	10 study areas/year
Facilitation Services	H/VH Need SAs	10 study areas/year
Estimated Year One Cost: \$214,200		

- Training workshop attendance may be limited to ensure quality of training
- Toolkit may include: templates, checklists, handbooks, case studies, multilingual/multicultural materials, social media templates, branding materials, other educational resources




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1. TECHNICAL ASSISTANCE

**Program Elements: Strategic Partnerships and Mentoring**

Type of Assistance	Available To	Reach
Partner Directory	All	Unlimited
Online Partner Portal	All	Unlimited
Mentor Program	H/VH Need SAs	Contingent on number of mentors
Estimated Year One Cost: \$152,800		

- Directory updated annually
- Interactive online portal will serve to match agencies and partners
- Mentor program will be volunteer based and self-facilitated



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1. TECHNICAL ASSISTANCE

**Program Elements: Planning & Design Assistance**

Type of Assistance	Available To	Reach
Funding (\$2.5 million)	H/VH Need SAs	10 Parks Master Plans - \$150,000 ea. 10 Feasibility Studies - \$50,000 ea. 10 Site-specific plans/studies - \$50,000 ea.
Best Practices Handbook	All	Unlimited
Cost Estimates Catalog	All	Unlimited

Estimated Year One Cost: \$198,000 (does not include funding)

- Funds for Planning & Design to come from General Category 3 & 4 competitive grants
- Handbook and catalog updated annually



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1. TECHNICAL ASSISTANCE

**Program Elements: Technical Help Desk**

Type of Assistance	Available To	Reach
Webinars	All	2 webinars/year
Online Information Portal	All	Unlimited
Help Desk	High Need SAs	40 hours/week (avg.)

Estimated Year One Cost: \$505,200

- Provides guidance related to technical aspects of park planning: sustainable design, materials selection, best practices in park design, etc.
- Webinars will be archived for future access
- Online portal contains FAQ's, help tickets, training requests, etc.



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1. TECHNICAL ASSISTANCE

**Program Elements: Grantee Help Desk**

Type of Assistance	Available To	Reach
Webinars	All	2 webinars/year
Online Information Portal	All	Unlimited
Help Desk	High Need SAs	40 hours/week (avg.)

Estimated Cost: \$520,000 per year

- Provides guidance related to grant administration processes and requirements: project agreements, reporting, reimbursements, etc.
- Webinars will be archived for future access
- Online portal contains FAQ's, help tickets, training requests, etc.



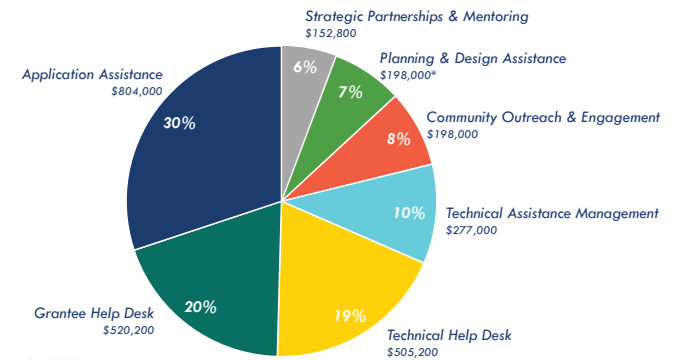
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1. TECHNICAL ASSISTANCE

**Estimated Year One Costs: \$2,671,400\***

\*Does not include \$2,500,000 in funding for planning and design projects



Program Element	Percentage	Cost
Application Assistance	30%	\$804,000
Grantee Help Desk	20%	\$520,000
Technical Help Desk	19%	\$505,200
Technical Assistance Management	10%	\$277,000
Community Outreach & Engagement	8%	\$198,000
Planning & Design Assistance	7%	\$198,000
Strategic Partnerships & Mentoring	6%	\$152,800




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1. TECHNICAL ASSISTANCE

### Availability

- Some forms of technical assistance will be available to all while other forms will only be available to high and very high need study areas
- Demand for some forms of Technical Assistance, including those forms available only in High & Very High Study Areas, could exceed supply.
- In cases where demand for a given form of technical assistance exceeds supply, RPOSD may need to develop a way to allocate assistance.



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1. TECHNICAL ASSISTANCE

### Availability

When selecting TA recipients, RPOSD may utilize either a competitive approach or a selective approach based on the following indicators:


1. Park Need level
2. Status of open grants
3. History of completed projects

**Competitive Approach:**

- Agencies would apply to receive Technical Assistance
- Competitiveness would be demonstrated by the need indicators listed above

**Selective Approach:**

- RPOSD would review high need study areas and select recipients, based on the need indicators listed above




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1. TECHNICAL ASSISTANCE

### Program Evaluation

- Program will be evaluated periodically
- Funding for subsequent years will be adjusted to reflect the success or shortcomings of the program and may go up or down
- Additional details regarding program evaluation and oversight will be discussed at the March Steering Committee Meeting



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• Overview

• Approaches

• Allocations



• Competitive Grants

2. COMMUNITY ENGAGEMENT REQUIREMENTS

## 2. COMMUNITY ENGAGEMENT REQUIREMENTS

### Overview

- All projects funded by Measure A must meet a **minimum community engagement requirement**.
- Community engagement requirement is related to award amount, with **larger dollar amounts requiring more engagement**.
- Competitive grants will be evaluated on community engagement** (planned or completed). Applicants meeting only the minimum requirement will score lower than applicants with a more robust plan.

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## 2. COMMUNITY ENGAGEMENT REQUIREMENTS

### Engagement Approaches & Requirements

Approach A	Approach B	Approach C	Approach D
<b>Resolution</b> This approach is appropriate when applicants are planning to implement a project that previously included robust community engagement, and the approach is not plan for further engage the community. Resolutions may be passed by the City Council, Parks Commission, or other elected or appointed body.	<b>Information Sharing</b> This approach allows applicants to undertake conversations on the value of a project or a plan without actively seeking community feedback. This approach is most appropriate when applicants have previously engaged the community and seek to provide updates, announce the decision of the project, or share information. Information sharing methods should be appropriate to accessibility and stability to the particular community. This approach may be included as a component of the grant administration process.	<b>Concurrent Engagement</b> This approach allows applicants to discuss Measure A funded projects and their impact in conjunction with other community meetings. This may include meetings, scheduled annual community plans, regularly scheduled council meetings, or other events that aim to engage the community and solicit feedback pertaining to funding projects within a single day. Concurrent engagement methods should be appropriate in scale and type to the particular community. Depending on project goals, this approach may be required before or after submission of the grant application.	<b>Participatory Engagement</b> This approach includes citizen surveys, focus groups, and other means that allow citizens priority speaking at Measure A funds. These events focus entirely on parks and recreation priorities and how Measure A funds should be directed to those priorities. Meetings must intentionally engage the community and solicit meaningful feedback. Participatory engagement methods should be appropriate in scale and type to the particular community. Depending on project goals, this approach may be used either before and/or after submission of the grant application.
 <ul style="list-style-type: none"> <li>City Council Resolutions</li> <li>Parks Commission Resolutions</li> </ul>	 <ul style="list-style-type: none"> <li>Social Media</li> <li>Newsletters</li> </ul>	 <ul style="list-style-type: none"> <li>Community Events</li> <li>City/Neighborhood Council Meetings</li> </ul>	 <ul style="list-style-type: none"> <li>Workshops</li> <li>Theme Park Workshops</li> </ul>



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## 2. COMMUNITY ENGAGEMENT REQUIREMENTS

### Find your grant type and cost to determine minimum engagement requirements:

#### Annual Allocations\*

Is the project on the Parks Needs Assessment (PNA) List or consistent with an adopted community planning document?

Yes		No	
Before Application	After Application	Before Application	After Application
\$ (Low Cost)	A and B	A and B	B
\$\$ (Mid Cost)	A and B	B and C	B and C
\$\$\$ (Over Cost)	B and C	B and D	B and D

#### Competitive Grants\*\*

Cost	Before Grant Application	After Grant Award
\$ (Low Cost)	B, C	B, C
\$\$ (Mid Cost)	B, D	B, D
\$\$\$ (Over Cost)	B, D	B, D


\*\*Should-ready projects with completed construction drawings at time of application do not require Participatory Engagement after grant award.

#### Maintenance & Servicing (M&S) Funds

Before Allocation: All + B

\*Applies to all annual allocations, including Categories 1 and 2, as well as Category 3 Department of Beaches and Harbor (DBH) and Category 4 Department of Parks and Recreation (DPR).

Legend: A: Resolution Approach, B: Information Sharing Approach, C: Concurrent Engagement Approach, D: Participatory Engagement Approach, P: Project Cost.



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- Park Funding 100 Series
- Additional Agency Outreach
- Community Meetings
- Social Media Initiative
- Technical Assistance Awareness

## 3. RPOSD OUTREACH & ENGAGEMENT UPDATE

3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Park Funding 100 Series Update

- Park Funding 101 Meetings
  - 197 attendees
  - 61 cities, 13 other government agencies, 27 nonprofit/community organizations
  - City of Los Angeles, and LA County DPR, representing 42 High and Very High Need Study Areas attended
  - Of the remaining 30 cities with High or Very High need Study Areas, 19 attended



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3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Park Funding 100 Series Update

- Park Funding 102 Meetings:
  - 194 attendees
  - 55 cities, 8 other government agencies, 32 nonprofit/community organizations
  - City of Los Angeles, and LA County DPR, representing 42 High and Very High Need Study Area attended
  - Of the remaining 30 cities with High or Very High need Study Areas, 18 attended
- Final Park Funding 102 meeting scheduled on October 27th


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3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Park Funding 100 Series Update

- **18 cities have not attended** a Park Funding meeting
- Of these, **6 are High or Very High need Study Areas**
- RPOSD is conducting **individual outreach** to these cities



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3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Additional Focused Outreach

- Focused outreach to agencies that can provide insight into special circumstances and needs. May include:

Description	Purpose
Stakeholder groups requesting information (COGs, unincorporated town councils, etc.)	Answer questions
Agencies with multiple study areas	Assess barriers to participation by large jurisdictions
Agencies with High and Very High need Study Areas	Assess barriers created by high need
Key Prop. A grant recipients	Potential improvements in granting process





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3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Community Meetings

- Provide the following information to the general public:
  - What Measure A is and how it may affect their communities
  - How to get involved with their local park agencies as these agencies prepare to apply for and spend Measure A funds

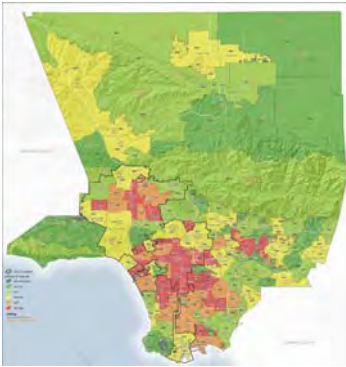

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3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Community Meetings

- Six meetings in each Supervisorial District
  - At least two meetings in each District to be held in High or Very High need Study Area
- Meetings will be scheduled for Spring 2018
- RPOSD will work with CBOs to facilitate meetings. A stipend of up to \$5,000 is available for each meeting


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3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Community Meetings

- RPOSD will create a list of potential CBOs by:
  - Contacting CBOs that participated in Parks Needs Assessment meetings
  - Soliciting additional CBOs who may be interested
- Once all CBOs are identified and meeting locations are secured, RPOSD will match CBOs with meetings, with the following goals:
  - All selected CBOs should have an established relationship with the community in which the meeting will be held
  - All qualified CBOs should receive at least one assignment





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3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

### Social Media Initiative

- Raise general awareness of Measure A and RPOSD
- Drive traffic to RPOSD website so people can learn more
- Serve as a catalyst for local-level community engagement
- Launch anticipated in early 2018, to support spring meetings

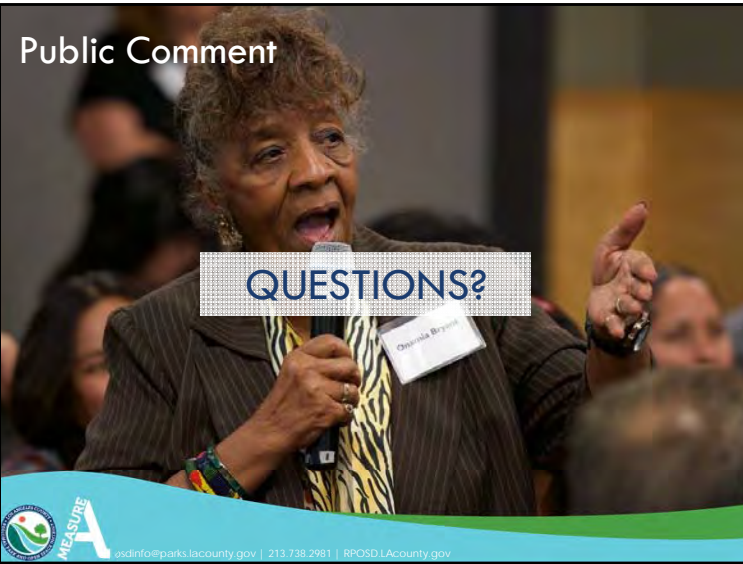
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### 3. RPOSD OUTREACH AND ENGAGEMENT UPDATE

#### Technical Assistance Awareness

- Countywide survey of interest
- 10 introductory workshops to be held in High or Very High need Study Areas
- Online webinar available once workshops conclude
- Active social media outreach



### Upcoming Meetings

#### Steering Committee Meeting #6: Draft Grant Guidelines, Bonding and Forwarding Strategy Policy

December 7<sup>th</sup> 9:30 am-12 noon

Kenneth Hahn Hall of Administration

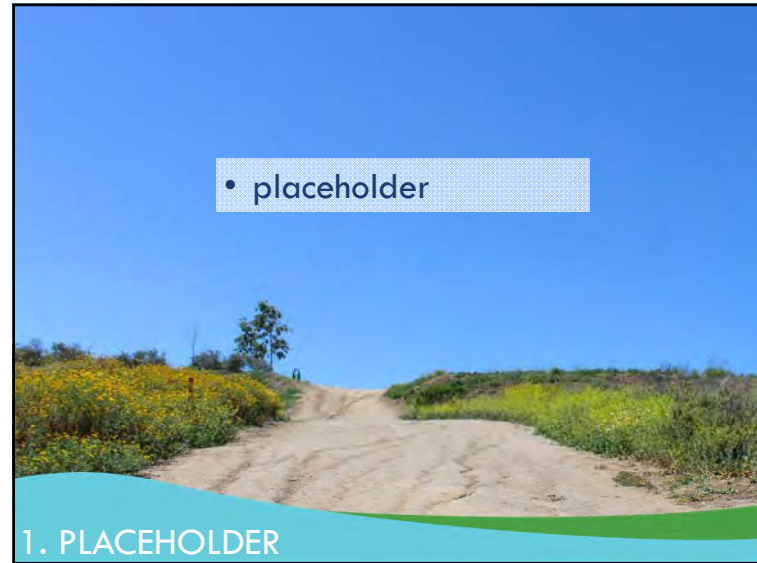
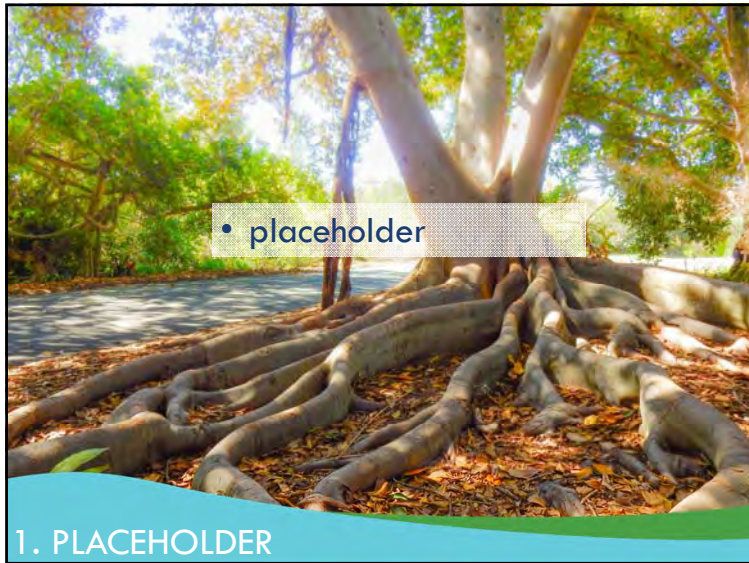
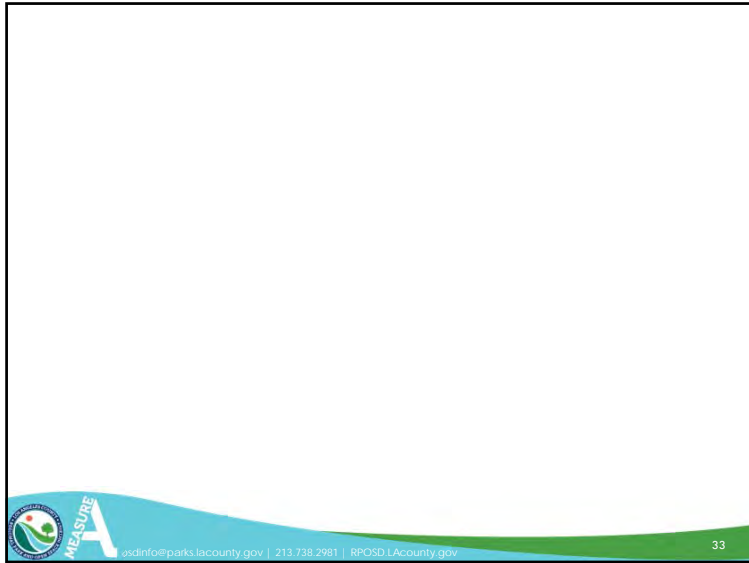
Note: This meeting date is not the last Thursday of the month

#### Steering Committee Meeting #7: Variable Funds, Innovation & Oversight Policy, Agency Allocation from M&S; Grant Guidelines

January 25<sup>th</sup> 9:30 am-12 noon

Kenneth Hahn Hall of Administration









# Draft Technical Assistance Program - Year 1

## Technical Assistance

\$2.7M



### Technical Assistance Management

\$280K



### Application Assistance

\$800K



### Community Outreach and Engagement

\$215K



### Strategic Partnerships and Mentoring

\$150K



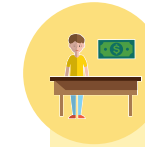
### Planning & Design Assistance

\$200K



### Technical Help Desk

\$500K

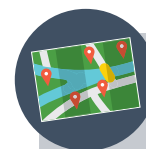


### Grantee Help Desk

\$520K

## Planning & Design Funds

\$2.5M



### Park Master Plans (10 per year)

\$1.5M



### Feasibility Studies (10 per year)

\$500K



### Site-Specific Plans/Studies (10 per year)

\$500K



NOTE: The amount of funding available for technical assistance and the distribution of funds to the different technical assistance program elements may vary in future years.

## Draft Technical Assistance Program - Element Details

Technical Assistance Program Elements	Available to:	Who	Timing	Unit	Hours	Year 1: 2018- 2019			Description	Assumptions
						Quantity	Total Hours	Estimated Cost		
<b>Technical Assistance Management</b>										
Technical Assistance Manager	N/A	RPOSD staff	Ongoing	Ongoing	2,080	1	2,080	\$100,000	Day-to-day management of all technical assistance programs	Full Time position for Technical Assistance Manager
Countywide agency survey to assess interest in technical assistance	N/A	RPOSD staff/paid consultants	Annually for allocations; 3-4 months prior to opening competitive grant applications	Grant Cycle	20	4	80	\$12,000		
Technical Assistance awareness outreach	All	RPOSD staff	Ongoing	Ongoing	1,000	1	1,000	\$150,000	Social and traditional media outreach, workshops, webinars to inform eligible agencies about opportunities within the technical assistance program	
Technical Assistance evaluation and effectiveness program	N/A	RPOSD staff	Annual	Annual	100	1	100	\$15,000		
						<b>5,360</b>	<b>\$804,000</b>			
<b>Application Assistance</b>										
Introductory workshops/webinars	All	RPOSD staff	Annual	Annual	40	20	800	\$120,000	Workshop to introduce recipients of Measure A funds to the enrollment process and processes for applying for annual allocations, M&S, and competitive grants	2 rounds of workshops: 10 workshops per round - 20 workshops total
Enrollment Quick Start Guide	All	RPOSD staff/paid consultants	1-2 months prior to enrollment going live	One time	120	1	120	\$18,000	Step-by-step instructions for enrolling with RPOSD and description of next steps	
Grant writing workshops/webinars	High and very high need Study Areas	RPOSD staff/paid consultants	3-4 months prior to competitive grant deadline	Grant Cycle	40	30	1,200	\$180,000	Workshop to teach grant writing skills	1 round of workshops per grant cycle: 10 workshops per grant category - 30 workshops total
Grant writing handbook	All	RPOSD staff/paid consultants	Early 2019	One time	160	1	160	\$24,000		
Grant writing handbook updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000		
Professional grant writing services	High and very high need Study Areas	Paid consultants	Application period	Grant Application	60	40	2,400	\$360,000	Grant writer to work one-on-one with applicant to complete application	Assumes average of 20 applicants receive assistance per General Grants Cycle, 10 for Recreation Access/Job Training/Cultural, average of 60 hours of assistance per applicant
Application feedback	All	RPOSD staff	Application period, 1-2 months prior to grant deadline	Grant Application	16	40	640	\$96,000	Grant writer to work one-on-one with applicant to complete application	Assumes average of 20 applicants receive assistance per General Grants Cycle, 10 for Recreation Access/Job Training and Cultural, average of 16 hours assistance per applicant
						<b>1,428</b>	<b>\$214,200</b>			
<b>Community Outreach and Engagement</b>										
Outreach & Facilitation training workshops	All	RPOSD staff/paid consultants	Annual	Workshop	40	10	400	\$60,000	Workshop to train agencies in outreach and facilitation	Assumes 10 workshops per year
Resource Toolkit development (initial)	All	RPOSD staff/paid consultants	Early 2018	Grant Cycle	340	1	340	\$51,000	Templates, checklists, handbooks, replicable case studies, multicultural/multilingual materials, social media templates, branding materials, and other educational resources	
Toolkit updates	All	RPOSD staff/paid consultants	Annual	Annual	88	1	88	\$13,200		
Outreach services	High and very high need Study Areas	Paid consultants	Ongoing	Outreach	40	10	400	\$60,000	Outreach to the community on behalf of the agency/city, to draw them to engagement meetings	Assumes 10 agencies per year
Facilitation services	High and very high need Study Areas	Paid consultants	Ongoing	Meeting	20	10	200	\$30,000	Meeting facilitation on behalf agency/city	Assumes 10 meetings per year
						<b>352</b>	<b>\$152,800</b>			
<b>Strategic Partnerships and Mentoring</b>										
Partnership Manager		RPOSD staff	Ongoing	Ongoing	2,080	1	2,080	\$100,000	Ongoing management of partnerships and mentors	
Partner list development (initial)	All	RPOSD staff	Mid 2018	One time	40	1	80	\$12,000	Recruitment of funders, planning/design, park/garden, legal assistance providers, and local, regional, state, and/or national mentors who could provide informal guidance on a range of grant-related topics	
Partner list updates	All	RPOSD staff	Annual	Annual	703	1	48	\$7,200	Confirm status of participants, add new partners	
Meetings/coordination with partners	All	RPOSD staff	Ongoing	Annual	741	1	48	\$7,200	Promote partnerships & mentoring; feedback from participants	Assumes 4 hours per month
Mentor program facilitation	High and very high need Study Areas	RPOSD staff	Ongoing	Annual	80	1	48	\$7,200	Volunteer-based and self-facilitated	Assumes 4 hours per month
Develop online application portal for potential partners to apply to be on partner list	All	RPOSD staff/paid consultants	Mid 2018	One time	20	1	80	\$12,000		
Maintain online application portal	All	RPOSD staff/paid consultants	Annual	Annual	713	1	48	\$7,200	Review applications, update application as needed	
						<b>1,320</b>	<b>\$198,000</b>			
<b>Planning &amp; Design Assistance</b>										
Planning and Design Fund Management	N/A	RPOSD staff/paid consultants	Ongoing	Ongoing	1,040	1	1,040	\$156,000	Program management	
Planning/Design handbook development	All	RPOSD staff/paid consultants	Early 2019	One time	120	1	120	\$18,000	Compile resources, checklists, standards, and best practices relevant to park and open space planning	
Planning/Design handbook updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	Compile resources, checklists, standards, and best practices relevant to park and open space planning	
Cost estimate catalog development	All	Paid Consultants	Early 2019	One time	100	1	100	\$15,000		
Cost estimate catalog updates	All	Paid Consultants	Annual	Annual	20	1	20	\$3,000		

Technical Help Desk									3,368	\$505,200
Development of technical help desk program	All	RPOSD staff/paid consultants	Mid 2018	One time	100	1	100	\$15,000	Will provide guidance related to technical aspects of park planning: sustainable design, materials selection, best practices in park design, etc.	
Management of technical help desk program	All	RPOSD staff	Ongoing	Annual	1,040	1	1,040	\$156,000	Assign RPOSD staff to individual users, respond to general emails, determine webinar topics	20 hours per week
Webinars	All	RPOSD staff/paid consultants	Ongoing	Annual	40	2	80	\$12,000	Topics based on requested needs	Assumes 2 webinars per year, 40 hours per webinar
Develop online portal	All	RPOSD staff/paid consultants	Late 2018	One time	20	1	20	\$3,000	Single location of digital resources related to technical aspects of park planning	
Maintain online portal	All	RPOSD staff/paid consultants	Ongoing	Ongoing	48	1	48	\$7,200	Add resources, maintain links	
Technical help desk services	High and very high need Study Areas	RPOSD staff/paid consultants	Ongoing	Grant	2,080	1	2,080	\$312,000	Provide one-on-one feedback, provide appropriate resources, and develop workshops and trainings based on requested needs	Assumes 40 hours per week on average
Grantee Help Desk									3,468	\$520,200
Development of grantee help desk program	All	RPOSD staff/paid consultants	Early 2018	One time	100	1	100	\$15,000	Will provide guidance related to grant administration processes and requirements: project agreements, reporting, reimbursements, etc.	
Management of grantee help desk program	All	RPOSD staff	Concurrent with when help desk services are open	Annual	1,040	1	1,040	\$156,000	Assign RPOSD staff to individual projects; respond to general emails from grantees, determine webinar topics	20 hours per week
Webinars	All	RPOSD staff/paid consultants	Ongoing	Annual	40	4	160	\$24,000	Topics based on requested needs	Assumes 2 webinars per year, 40 hours per webinar
Develop online portal with FAQs	All	RPOSD staff/paid consultants	Mid 2018	One time	40	1	40	\$6,000	Single location of digital resources related to grant administration topics, including FAQ	
Maintain online portal	All	RPOSD staff/paid consultants	Ongoing	Ongoing	48	1	48	\$7,200	Add resources, ensure relevancy of resources	Assumes 4 hours per month
Help desk services	High and very high need Study Areas	RPOSD staff	Ongoing	Grant	2,080	1	2,080	\$312,000	Provide one-on-one feedback, provide appropriate resources, and develop workshops and trainings based on requested needs	Assumes 40 hours per week on average
<b>Grand Total</b>									<b>18,556</b>	<b>\$2,671,400</b>

Planning & Design Funds	Availability to:	Who	Year 1: 2018- 2019			Assumptions
			Quantity	Average Award Amount	Total	
Develop Park Master Plan	High and very high need Study Areas	Paid consultants	10	\$150,000	\$1,500,000	\$150,000/study
Develop feasibility study	High and very high need Study Areas	Paid consultants	10	\$50,000	\$500,000	\$50,000/study
Develop site-specific plan or study	High and very high need Study Areas	Paid consultants	10	\$50,000	\$500,000	\$50,000/study
<b>Total</b>			<b>30</b>	<b>\$250,000</b>	<b>\$2,500,000</b>	



# Engagement Approaches & Requirements

## Approach A

### Resolution

This approach is appropriate when agencies are planning to implement a project that previously included robust community engagement, and the agencies do not plan to further engage the community.

Resolutions may be passed by the city council, parks commission, or other elected or appointed body.



**City Council Meeting**

Image courtesy of LA CityView 35

- **City Council Resolution**
- **Parks Commission Resolution**

## Approach B

### Information Sharing

This approach allows agencies to update their communities on the status of a project or a plan without actively seeking community feedback.

This approach is most appropriate when agencies have previously engaged the community and seek to provide updates throughout the duration of the project.

Information sharing methods should be appropriate in accessibility and visibility to the particular community.

This approach may be required at various stages of the grant administration process.



**Facebook Advertisement**

- **Social Media**
- **Newsletters**

## Approach C

### Concurrent Engagement

This approach allows agencies to discuss Measure A-funded projects and plans in conjunction with other community meetings.

This may include meetings scheduled around community plans, regularly scheduled council meetings, or other events that aim to engage the community and solicit feedback pertaining to spending priorities within a Study Area.

Concurrent engagement methods should be appropriate in scale and type to the particular community.

Depending on project cost, this approach may be required before or after submission of the grant application.



**Pop-up Outreach**

- **Community Events**
- **City/Neighborhood Council Meetings**

## Approach D

### Participatory Engagement

This approach includes meetings, workshops, and other events that solely discuss priority spending of Measure A funds. These events focus entirely on parks and recreation priorities and how Measure A funds should be directed to those priorities

Meetings must intentionally engage the community and solicit meaningful feedback. Participatory engagement methods should be appropriate in scale and type to the particular community.

Depending on project cost, this approach must be used either before and/or after submission of the grant application.



**Community Workshop**

- **Workshops**
- **Town Hall Meetings**



# Engagement Approaches & Requirements

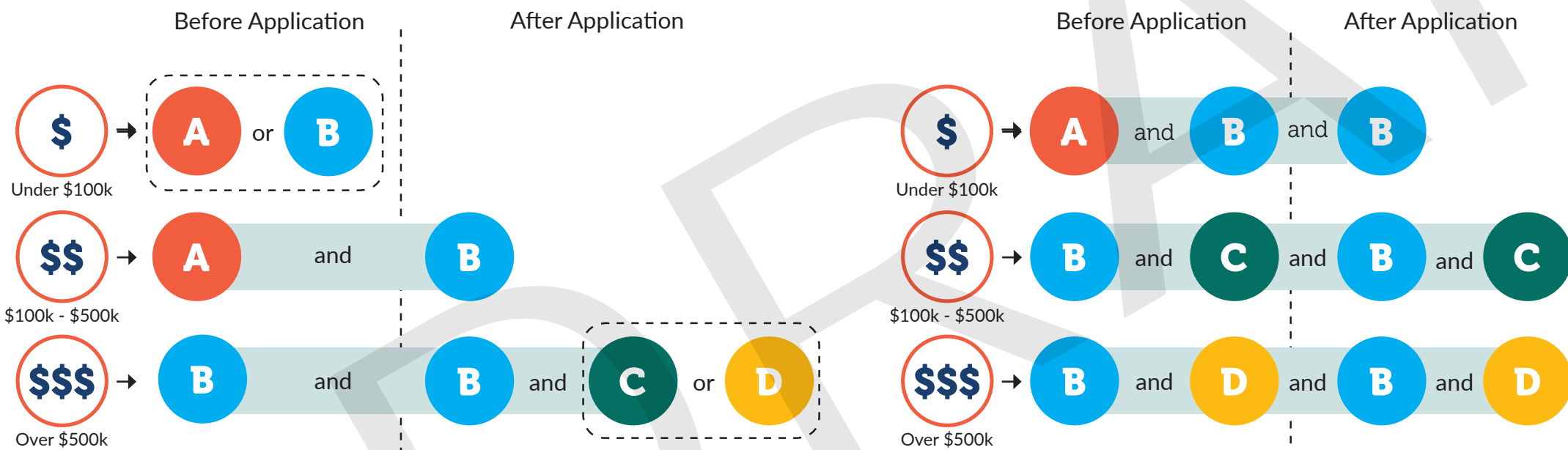
Find your grant type and cost to determine minimum engagement requirements:

## Annual Allocations\*

Is the project on the Parks Needs Assessment (PNA) List or consistent with an adopted community planning document?

Yes

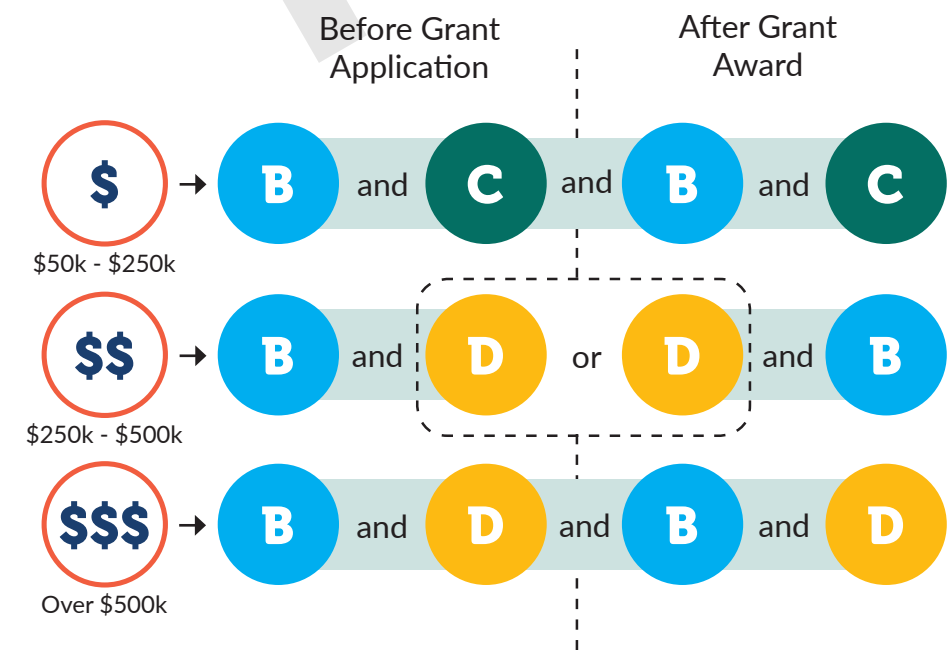
No



\*Applies to all annual allocations, including Categories 1 and 2, as well as Category 3 Department of Beaches and Harbor (DBH) and Category 4 Department of Parks and Recreation (DPR).

- A** Resolution Approach
- B** Information Sharing Approach
- C** Concurrent Engagement Approach
- D** Participatory Engagement Approach
- Project Cost

## Competitive Grants\*\*



\*\*Shovel-ready projects with completed construction drawings at time of application do not require Participatory Engagement after grant award.

## Maintenance & Servicing (M&S) Funds



## RPOSD Outreach and Engagement Strategy Update

10/19/201

To ensure the development of policies and procedures that support the successful completion of Measure A funded projects, the Regional Park and Open Space District (RPOSD) is utilizing a wide variety of community outreach and engagement tactics. By engaging park agencies, community organizations, industry experts, and the general public, RPOSD seeks to identify and reduce barriers to carrying out projects that will effectively serve communities throughout Los Angeles County.

Summary descriptions of the outreach and engagement being conducted by RPOSD are outlined below.

### **Steering Committee**

A 45-member steering committee, representing a range of interests and geographic regions, has been engaged throughout the policy development process. Steering Committee members have provided guidance on policies and procedures related to annual allocations, grant awards, community engagement, technical assistance, bonding, and more.

### **Agency Update Meetings (Park Funding 100 Series)**

RPOSD is hosting three series of agency update meetings to engage park-planning agencies and other organizations who expect to receive or compete for Measure A funds. These meetings provide Measure A implementation updates and have sought feedback to identify barriers and gaps in service.

Approximately 200 participants have attended each of the meeting series to date. Park Funding 101 was attended by representatives from 61 individual cities, 13 non-city government agencies, and 27 nonprofit organizations and community groups. Park Funding 102 was attended by representatives from 55 individual cities, 8 non-city government agencies, and 32 nonprofit organizations and community groups. Of the 88 cities in the County, 18 have not attended any of the Park Funding 101 or 102 meetings. Of these 18 cities, 6 are classified as High or Very High need Study areas.

RPOSD has initiated individual outreach to the 6 cities with High and Very High need that have not attended any of the Park Funding 100 series meetings to date.

The third round of Park Funding meetings is scheduled for spring 2018.

### **Focused Outreach**

RPOSD is carrying out additional focused outreach to agencies and organizations that can provide insight into special circumstances and barriers that may arise during the grantmaking process. Outreach may be in the form of meetings, telephone interviews, or online surveys. The following groups have or will take part in the focused outreach:

- + *Interested stakeholders (meetings by request and have included COGs and unincorporated town councils to date)*
- + *Agencies with multiple Study Areas*
- + *Agencies in High and Very High need Study Areas*
- + *Key Prop. A grant recipients*

### **Community Meetings**

RPOSD will host a series of community meetings to inform the general public how Measure A is being implemented and how they can connect with their local park agencies to advocate for priority projects.

The meetings will provide community members with an overview of Measure A policy development efforts, information on all grant programs, and technical assistance resources available to local agencies. Participants will have the opportunity to provide feedback and to learn more about advocating for priority projects in their community.

RPOSD will partner with community based organizations to facilitate a total of 30 meetings in the County, with six meetings planned in each Supervisorial District. At least two meetings in each District will be held in High or Very High need Study Areas. To increase participation, RPOSD will provide social media support and a stipend of up to \$5,000 (per meeting) for community organizations facilitating meetings. Stipends may be used to cover expenses related to translation services and materials; refreshments; childcare; flyers and promotional materials; and social media outreach. Park agencies will be strongly encouraged to attend.

### **Social Media Initiative**

RPOSD's social media initiative will launch in early 2018, with the goal to expand overall awareness of Measure A among potential grantees and members of the general public. By engaging grant-seeking agencies and organizations, as well as Los Angeles County residents and park users, the social media initiative will expand overall awareness of Measure A, increase engagement on the part of public agencies and park users, and improve access to park-related resources by driving traffic to the RPOSD website.

Through social media updates, grant-seeking agencies and organizations will be able to easily follow Measure A-related updates throughout various stages of the grantmaking process. These agencies and organizations will also be able to leverage the increased public engagement when planning for and facilitating local park-related community events and meetings. Such leverage is intended to ease the burden of public outreach on individual agencies and organizations, particularly for those with limited staff and/or resources.

### **Technical Assistance Awareness**

The proposed Technical Assistance Program for Measure A seeks to support a truly competitive grant applicant process by reducing barriers for agencies and organizations with limited capacity to successfully apply for and administer grant funds.

To encourage participation in the Technical Assistance Program, RPOSD will facilitate:

- + A countywide agency survey to determine interest for receiving Technical Assistance; and
- + A minimum of five introductory workshops hosted in high or very high need Study Areas and an option for a self-paced online webinar; and
- + Active social media outreach



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #5  
October 19, 2017 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Manal Aboelata	Jay Duke	Kim Lamorie
Greg Alaniz	Hugo Enciso	Amy Lethbridge
Jean Armbruster	Belinda Faustinos	Norma Martinez
Jane Beesley	Esther Feldman	Delia Morales
Alina Bokde	Hugo Garcia	Sussy Nemer
Maria Chong-Castillo	Karen Ginsberg	Stefan Popescu
Cheryl Davis	Mark Glassock	Bruce Saito
Reuben R. De Leon	John Jones	Teresa Villegas
Reyna Diaz	Tori Kjer	

**Alternate Members in Attendance:** Sylvia Arredondo, Nicole Jones, Clement Lau, Cara Meyer, Zachia Nazarai, Chanda Singh

**AGENDA ITEM: TECHNICAL ASSISTANCE (TA)**

- Comment Summary:** We need to see more about how someone would move through the TA program.
- Comment Summary:** More focus needs to be placed upon building organizational capacity. We should invest more funds in services that build capacity and not on consultant services which don't encourage agencies to learn. If an agency can't write a grant without significant assistance, they will not be able to administer the grant either – these skills need to be taught. We should clearly define benchmarks for how we can build organizational capacity and should invest funds in the beginning to ensure that agencies can get projects funded and built in their communities.
- Comment Summary:** The ultimate goal is strong multi-benefit projects and those projects need help with planning and design. More funds should be invested into planning & design.
- Comment Summary:** We need to challenge the notion of demand exceeding supply and build up elements where reach is described as limited. The amount of funds going to mentoring, strategic partnerships, and planning & design should be increased, with fewer funds going to application assistance.
- Comment Summary:** Don't choose a dollar amount that the TA program should cost, figure out how much need there is and make sure it is met.

**Response Summary:** The estimates presented are a best guess at how much TA is needed, although there is no way to gauge the need in a completely accurate way. The total dollar amount presented was not pre-determined. However, it is important to note that a balance must be struck between funds dedicated to TA and funds dedicated to building projects.



6. **Comment Summary:** Mentoring is very important to help build capacity but should not be volunteer-based because it is not reliable. A mentor should be able to support an applicant or project over the long term, since getting a project built takes many years.  
**Response Summary:** Perhaps grant recipients could be required to give back by serving as a mentor. Or mentors could be paid by their employer and donate their time to RPOSD – for example, a successful city could allow an employee to spend a set number of work hours mentoring other agencies. Mentors should serve not to deliver TA but to help people determine which form of TA they need and where they can go to fulfill that need.
7. **Comment Summary:** TA should not be connected to Study Area need because even moderate or low need areas need assistance with capacity building.
8. **Comment Summary:** How much money will come from Prop A? Is the funding from Measure A sustainable over years? There needs to be long term investment and shouldn't rely on Prop A funds which are limited.
9. **Comment Summary:** There need to be guiding principles to inform the spending priorities of the TA program.
10. **Comment Summary:** The program needs to be analyzed annually to make sure funds are being spend appropriately.
11. **Comment Summary:** The TA program will not be successful if agencies are not aware of it.
12. **Comment Summary:** For planning and design funds, it is not helpful to predetermine how many of each plan type would be funded  
**Comment Response:** Those are intended as hypotheticals to illustrate how many plans could be funded for that cost each year, not as a guideline of how many of each type would be funded.
13. **Comment Summary:** It may be useful to distinguish between different types of projects and the assistance they'll need, in order to better determine what kinds of TA are needed.

**AGENDA ITEM: COMMUNITY ENGAGEMENT**

1. **Comment Summary:** Projects using bonded funds will almost always be over \$500,000k and should require Approach A and B.  
**Response Summary:** It is likely that A and B will have been done for the majority of bonded projects, but we do not want to require Approach A as it can be an insurmountable barrier in some jurisdictions. These are the minimum requirements and can be exceeded.
2. **Comment Summary:** We need to have a better understanding of what would qualify as Approach D, Participatory Engagement, and define some of the parameters surrounding this approach. Approach D should be required in more places. It is difficult to do but necessary if we want to do this right. Standrads defining what qualifies as Approach D are needed.
3. **Comment Summary:** Allowing community engagement that was conducted during the Parks Needs Assessment (PNA) or during the development of planning documents is not adequate because the engagement took place too far in the past and there is no way to critique the level of engagement that took place.  
**Comment Response:** The level of engagement completed during the PNA varied widely and agencies that did an in depth process should not be punished by having to re-do the process. Community get tired of endless meetings without action.  
**Comment Response:** It will be about 2 years since that outreach was conducted and priorities and communities change so engagement needs to be updated to ensure that current needs are addressed.
4. **Comment Summary:** Agencies may use a portion of their allocations or grant award for community engagement, but we need to find a way for the agencies to get those funds in advance since community engagement must be done prior to receiving the funds.  
**Comment Response:** Yes, there should be a way to get an advance of allocation funds for use in community engagement.

5. **Comment Summary:** Add more participatory engagement requirements to the annual allocations. It is important to build parks that communities will actually use – only by using Approach D will we find out what the community actually wants in their parks.
6. **Comment Summary:** All engagement approaches need support conducting outreach, so they can ensure a good turnout and meaningful feedback. In addition to social media support, RPOSD should provide culturally sensitive print materials and translations. All outreach should be appropriate to the community – don't use Facebook posts if no community members are on the platform.
7. **Comment Summary:** Many other grants require that a project is consistent with other planning documents. Measure A should have this requirement too so that it's easier to leverage funds.
8. **Comment Summary:** How do the community engagement requirements interact with the TA program?
9. **Comment Summary:** The quality of engagement currently being done varies across the county. How can we even out the quality countywide? How can we help balance the need to get a project built with raising the bar for community engagement? Could we look at an agency's track record or evidence of community partnership?  
**Comment Response:** Competitive grants will consider the quality of the engagement. We could consider indicators of community partnership in the evaluation of engagement efforts.
10. **Comment Summary:** for the middle bracket of allocations, the requirement should be Approach B and either C or D.

**AGENDA ITEM: PUBLIC COMMENT**

1. Is there a way for community based organizations to get funds to bring people to parks?
2. There needs to be more clarity on how technical assistance will fit in with Measure M and Measure H. Define specific outreach approaches. Let's hear more about how TA is frontloaded to High and Very High Need Areas and look at the long-term commitment for the program.

*Meeting Adjourned.*



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation: Steering Committee Meeting #6**

**January 11, 2018**

**9:30 AM – 12:00 PM**

**Los Angeles River Center and Gardens | Atrium  
570 W. Ave. 26, Los Angeles, CA 90065**

1. Subarea Need Clarification
2. Draft Grant Guidelines Outline
3. Draft Grant Guidelines: Funding
4. Draft Grant Guidelines: Grantmaking Policy
5. Public Comment
6. Meeting Adjournment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please telephone the Los Angeles County Regional Park and Open Space District at (626) 588-5060.

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

**Next Steering Committee meeting is on Thursday, January 25, 2018 from 9:30am to noon  
Kenneth Hahn Hall of Administration Room 140 A&B**



## TODAY'S AGENDA

*New Members*

1. Subarea Need (*discussion*)
2. Draft Grant Guidelines Outline (*information*)
3. Draft Grant Guidelines – Funding
  - Calendars (*information*)
  - Expenditure Plan (*information*)
  - Grant Programs (*information*)
  - Competitive Grant Scoring (*discussion*)
  - Community Engagement Requirements (*discussion*)
4. Draft Grant Guidelines – Grantmaking Policy (*information*)
5. Public Comment

 A slide titled 'TODAY'S AGENDA' listing the meeting's schedule. It includes a sub-section for 'New Members' and a numbered list of five items. The fifth item is 'Public Comment'. At the bottom left is the Measure A logo and contact information: 'ssdinfo@parks.lacounty.gov | 213.738.2981 | RPOSD@lacounty.gov'. A small number '2' is in the bottom right corner.

### New Member Welcome

#### City of Los Angeles

- Bill Jones: Chief Management Analyst; Department of Recreation and Parks

#### BOS, LA County District 4

- Mark Baucum: Deputy of Education, the Arts & Libraries; Supervisor Hahn's Office

 A slide titled 'New Member Welcome' listing two new members. The first is Bill Jones from the City of Los Angeles, and the second is Mark Baucum from BOS, LA County District 4. At the bottom left is the Measure A logo and contact information: 'ssdinfo@parks.lacounty.gov | 213.738.2981 | RPOSD@lacounty.gov'. A small number '3' is in the bottom right corner.


 A photograph of a presentation slide titled 'Subarea Need'. The slide features a large image of a bee flying in a modern, brightly lit interior space with a white brick wall and a wooden slat ceiling. Below the image are several colorful informational posters. The text '1. SUBAREA NEED' is overlaid at the bottom of the slide.
 

## 1. SUBAREA NEED

 A slide showing a presentation slide for 'Subarea Need'. The background is a photograph of a modern building interior with a large bee sculpture. The text '1. SUBAREA NEED' is overlaid at the bottom. At the bottom left is the Measure A logo and contact information: 'ssdinfo@parks.lacounty.gov | 213.738.2981 | RPOSD@lacounty.gov'.

1. SUBAREA NEED

### Calculating Park Need

Acres Needed (20%)  
+  
Distance to Parks (20%)  
+  
Population Density (60%)

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1. SUBAREA NEED

### Calculating Park Need

Percent of Study Area Population in "High" and "Very High" Need Subareas	Study Area Need Level
0 – 1%	Very Low
1 – 23%	Low
23 – 50%	Moderate
50 – 75%	High
75 – 100%	Very High

Study Area Need Level also considered:

- Lack of park
- Population under 10,000
- Percent of amenities in poor condition

22 Study Areas had Need Level adjusted using these additional criteria.

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1. SUBAREA NEED

### Calculating Park Need

Subarea need varies within each Study Area

Study Area Need

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1. SUBAREA NEED

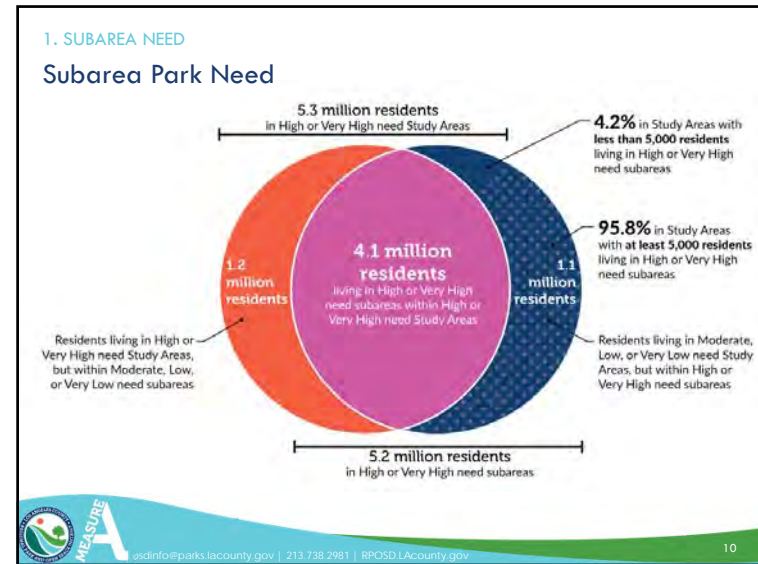
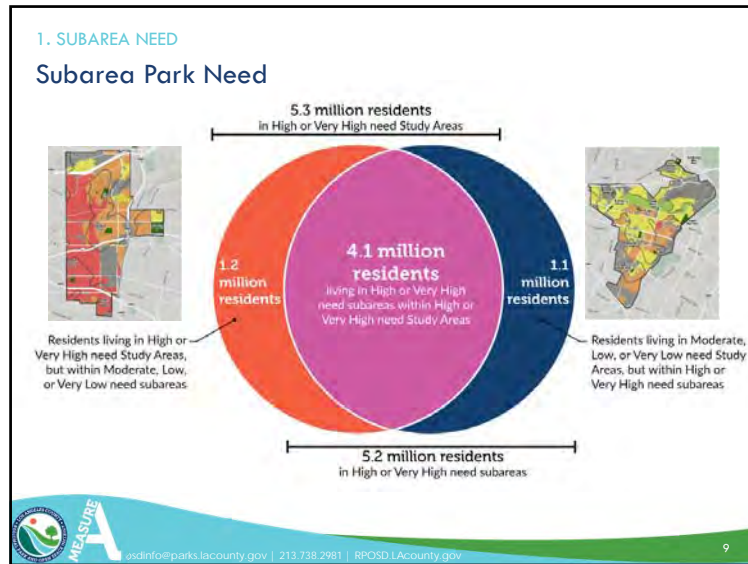
### Calculating Park Need

Subarea need varies within each Study Area

Study Area Need

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### 1. SUBAREA NEED

#### Recommendation #1

RPOSD recommends that targeted funds from General Category 3 and General Category 4 competitive grants be **targeted only to those Study Areas that are High and Very High Need.**

- “Targeted funds” refers to the 30% of funds set aside for High or Very High Need Study Areas as detailed in the Grantmaking Policy
- Intended to ensure that agencies with the greatest need for parks are able to secure funds.

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### 1. SUBAREA NEED

#### Recommendation #2

RPOSD recommends that subarea need be considered when evaluating Level of Need in competitive grant applications

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1. SUBAREA NEED

### Subarea Park Need


Subarea need should only be considered if:

1. Project's Study Area contains at least 5,000 residents living in High or Very High Need subareas; AND
2. Project is located in or directly serves a High or Very High Need subarea.


➔ Includes 54 Study Areas of Moderate and Low Need

Total High and Very High Need subarea population = at least 5,000 residents

Potential Project Locations



Moderate Need Study Area Example



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1. SUBAREA NEED

### Level of Need Evaluation: General Category 3 Example

	Level of Need Scoring Criteria	25 points max.
Study Area Subcriteria	(A) Project is located in a High or Very High Need Study Area.	25
	(B) Project is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6-15
Subarea Subcriteria	(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
	Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1-4

Projects located in or serving High or Very High Need subareas should receive fewer points




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1. SUBAREA NEED

### Recommendation #3

RPOSD recommends that when agencies expend annual allocations, efforts should be made to select projects in the relatively higher need areas within Study Areas.



Moderate Need Study Area Example



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- Function and Use
- Content

2. DRAFT GRANT GUIDELINES OUTLINE

2. DRAFT GRANT GUIDELINES OUTLINE  
Function

- Grant Guidelines Policies and Procedures will document all policies and procedures related to Measure A
- Must be approved by Board of Supervisors
- Will be updated and approved annually, to reflect changes in available funds and/or procedures and policies
- Audience is expected to be all agencies and organizations applying for and receiving Measure A funds



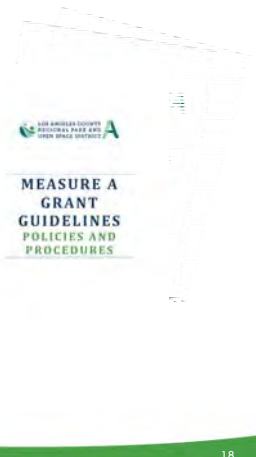
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POLICIES AND PROCEDURES

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2. DRAFT GRANT GUIDELINES OUTLINE  
Function

- Will be available in digital format on RPOSD's website
- Will contain links to relevant resources such as Parks Needs Assessment website, Measure A language, and sample forms and templates
- Each chapter can be downloaded individually or as an entire document
- RPOSD outreach will include notification of availability on website and in direct emails to RPOSD's complete mailing list



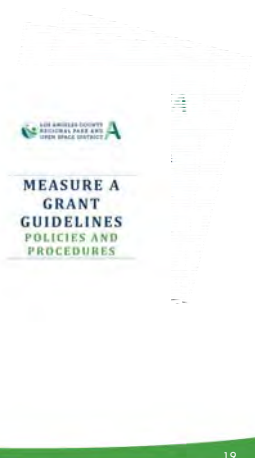
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2. DRAFT GRANT GUIDELINES OUTLINE  
Content

- **Introduction:** Describes the background and goals, expenditure plan and grant cycle calendar
- **Policies:** Communicates all established policies for Measure A
- **Funding Guidelines:** Explains enrollment and eligibility requirements, available funding categories with respective application requirements and evaluation criteria



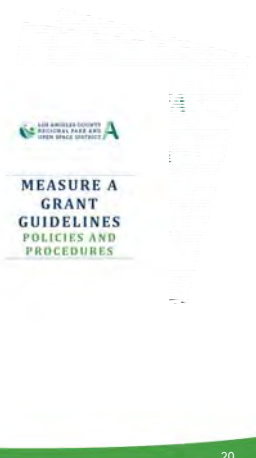
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2. DRAFT GRANT GUIDELINES OUTLINE  
Content

- **Project Delivery/ Grant Administration:** Guides applicants through the entire grant application and administration process. Includes all necessary procedures required to successfully close a grant and remain in good-standing with RPOSD
- **Technical Assistance:** Presents program goals, elements, funding mechanisms, and processes for receiving the various forms of assistance
- **Glossary:** Key terms and definitions of commonly used language



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POLICIES AND PROCEDURES

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- Calendars
- Expenditure Plan
- Grant Programs
- Competitive Grant Scoring
- Community Engagement Requirements

### 3. DRAFT FUNDING GUIDELINES

### 3. DRAFT FUNDING GUIDELINES: Calendars

#### Annual Allocations

FOR CITIES, LOS ANGELES COUNTY DPR, LOS ANGELES COUNTY DBH; AGENCIES WITH RPOSD-FUNDED PROJECTS ELIGIBLE FOR M&S

For the following programs:

- Community-Based Park Investment Program
- Safe, Clean Neighborhood Parks, Healthy Communities, and Urban Greening Program
- Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program; Department of Beaches and Harbors (DBH) allocation
- Regional Recreation Facilities, Multi-use Trails and Accessibility Program; Department of Parks and Recreation (DPR) allocation
- Maintenance and Servicing (M&S)

#### 2018 Annual Allocation Calendar

	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<b>Enrollment:</b> Opens May 1, 2018								
<b>Application:</b> Applications Available July 1, 2018								
<b>Grant Award Notification:</b> 7/1/18 to 9/30/18 of submitting completed application								

Processing of documents received between December 1 and December 31 may be delayed due to staff capacity.

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### 3. DRAFT FUNDING GUIDELINES: Calendars

#### Annual Allocations

FOR CITIES, LOS ANGELES COUNTY DPR, LOS ANGELES COUNTY DBH; AGENCIES WITH RPOSD-FUNDED PROJECTS ELIGIBLE FOR M&S

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- Regional Recreation Facilities, Multi-use Trails and Accessibility Program; Department of Parks and Recreation (DPR) allocation
- Maintenance and Servicing (M&S)

#### Ongoing Annual Allocation Calendar

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<b>Enrollment:</b> Enrollment documents accepted; eligibility notification sent within 6 to 8 weeks of completed enrollment												
<b>Application:</b> Applications opened accepted once enrollment is confirmed												
<b>Grant Award Notification:</b> 7/1/18 to 9/30/18 of submitting completed application												

**June/July Blackout Period:** Payment request documents are not processed between June 7 and July 7. Processing of payment documents received after June 7 will begin on July 8.

Processing of documents received between December 1 and December 31 may be delayed due to staff capacity.

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### 3. DRAFT FUNDING GUIDELINES: Calendars

#### Competitive Grant Cycles

PROGRAM	FUND CATEGORY	FREQUENCY	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
General	Category 3 and 4	4 years	Q3 \$15,562,376				Q1 \$14,262,254					Q3 \$14,262,254				Q1 \$14,262,254
Recreation Access	Category 1 and 4	2 years	Q1 \$1,694,954	Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808
Trails and Wetlands	Category 4	1 year	Q2 \$1,464,071		Q2 \$8,822,222		Q2 \$8,822,222		Q2 \$8,822,222		Q2 \$8,822,222		Q2 \$8,822,222		Q2 \$8,822,222	
Cultural Facilities	Category 4	1 year			Q2 \$1,000,000		Q2 \$1,000,000		Q2 \$1,000,000		Q2 \$1,000,000		Q2 \$1,000,000		Q2 \$1,000,000	

Q = Calendar quarter when grant applications to RPOSD  
\$ = Total estimated amount of funds available during grant period

- Allows potential applicants time to plan ahead and develop strong projects
- Provides grantees time to focus on grant administration and project delivery
- Provides agencies the opportunity to receive Technical Assistance and build capacity between rounds
- Ensures that RPOSD has capacity to provide assistance to applicants and grantees while monitoring active grants to ensure successful project delivery

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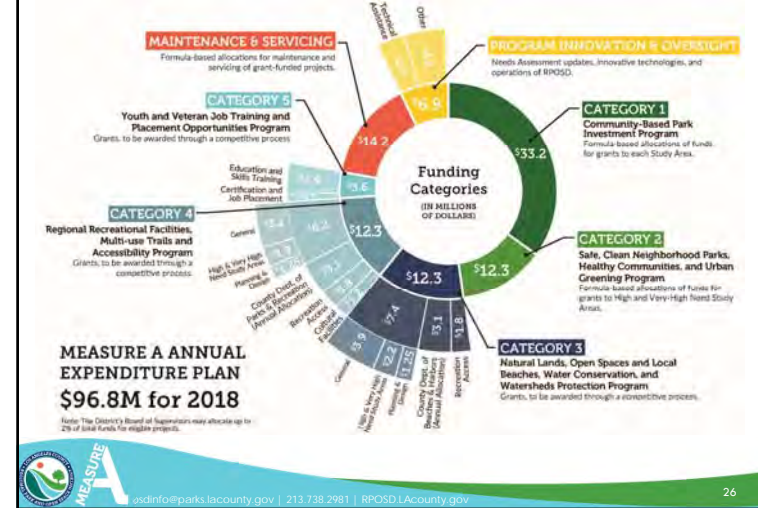
3. DRAFT FUNDING GUIDELINES: Calendars

Competitive Grant Programs

	MONTH 1	MONTH 2	MONTH 3	MONTH 4	MONTH 5	MONTH 6	MONTH 7	MONTH 8	MONTH 9	MONTH 10	MONTH 11	MONTH 12
Application available	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow						
Application due							Red (1 <sup>st</sup> )					
Application evaluation							Green	Green	Green	Green	Green	
Notification of grant award												Blue (1 <sup>st</sup> )

- Applications are open for 6 months in all categories
- Applications are due on the 1<sup>st</sup> day of Month 7
- Evaluation period lasts 5 months
- Applicants are notified of grant award on the 1<sup>st</sup> day of Month 12

3. DRAFT FUNDING GUIDELINES: Expenditure Plan



3. DRAFT FUNDING GUIDELINES: Grant Programs

General Requirements

- All projects and programs must adhere to **Feasibility Requirements**
- **Eligibility Requirements** vary by grant program
- All projects must adhere to **Community Engagement Requirements**

3. DRAFT FUNDING GUIDELINES: Grant Programs

Project Feasibility

- The project must meet all of the following:
- Land Access/Tenure
  - Planning and Design
  - Permitting and CEQA Compliance
  - Adverse Site Conditions
  - Project Cost and Funding
  - Project Schedule
  - Operations and Maintenance

Program Feasibility

- The program must meet at least one of the following:
- The program has already been established.
  - The program provider has a track record of running similar types of programs at other locations.
  - The program provider has not run programs similar to the one proposed, but is either well-established in the service area or has established a partnership with an agency or community based organization (CBO) that is well-established in the service area.

3. DRAFT FUNDING GUIDELINES: Grant Programs

Annual Allocations: **Categories 1 & 2**

**Annual Funding Amount**

- Determined by Study Area using Per Capita Improvements Formula

**Project Eligibility**

- Must be located in the Study Area or meet requirements for sharing funds
- Must be a permanent capital project
- Must be consistent with PNA
- No additional requirements for project type, project location, or need level

Note: Project Feasibility and Community Engagement requirements also apply

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Annual Allocations: **Categories 1 & 2**

**Sharing Funds**

- A Study Area may share allocations if the receiving Study Area is directly adjacent to the sending Study Area; **and**
- RPOSD determines that the intended use of the funds will benefit the residents of the sending and receiving Study Areas.

**Advancement**

Payment by RPOSD prior to expenditure

- Agencies may advance up to 30% of annual allocation, not to exceed \$20,000, for community engagement
- Agencies may advance up to 50% of annual allocation for capital project expenditures (documentation required)

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Annual Allocations: **Dept. of Beaches and Harbors**

**Annual Funding Amount**

- \$3,083,253

**Project Eligibility**

- The project plans for, acquires, develops, improves, or restores a multi-benefit project
- The project promotes, improves, or protects clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, or open space
- The project is a permanent capital project

Note: Project Feasibility and Community Engagement requirements also apply

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Annual Allocations: **Dept. of Beaches and Harbors**

**Additional Considerations**

- Projects and areas identified in the 2016 DBH Beach Needs Assessment should be prioritized
- Projects serving the region or multiple Study Areas must demonstrate regional-scale outreach and engagement
- No additional requirements for project type, project location, or need level

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Annual Allocations: **Dept. of Parks and Recreation**

**Annual Funding Amount**

- \$3,083,253

**Project Eligibility**

- The project plans for, acquires, develops, improves, or restores a multi-benefit park project
- The project promotes, improves, or protects clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, or open space
- The project is a permanent capital project

Note: Project Feasibility and Community Engagement requirements also apply

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Annual Allocations: **Dept. of Parks and Recreation**

**Additional Considerations**

- Projects serving the region or multiple Study Areas must demonstrate regional-scale outreach and engagement
- There are no additional requirements based on project type, project location, or need level

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **General Category 3**

**Annual Funding Amount**

- \$7,399,808
- 30% of funds will be targeted to High or Very High Need Study Areas

**Project Eligibility**

- The project plans for, acquires, develops, improves, or restores a multi-benefit park project
- The project promotes, improves, or protects clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, or open space
- The project is a permanent capital project

Note: Project Feasibility and Community Engagement requirements also apply

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **General Category 3**

**Award Size**

- Minimum: \$50,000
- Maximum: \$3,700,000

**Award Brackets**

Projects will compete and be evaluated within the following brackets:

- Small: \$50,000 - \$499,999
- Medium: \$500,000 - \$999,999
- Large: \$1,000,000 - \$1,999,999
- Jumbo: \$2,000,000 - \$3,700,000

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3. DRAFT FUNDING GUIDELINES: Grant Programs

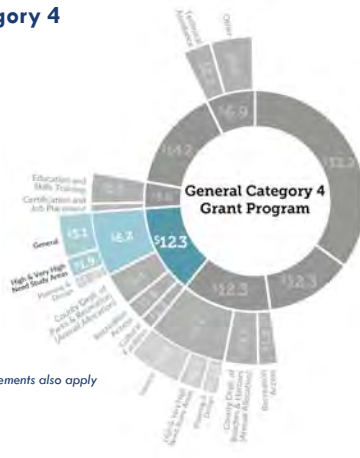
Competitive Grants: **General Category 4**

**Annual Funding Amount**

- \$6,166,507
- 30% of funding targeted to High or Very High Need Study Areas

**Project Eligibility**

- The project acquires, develops, improves, and/or rehabilitates land for regional recreational facilities, multi-use trails, and/or accessibility
- The project is a permanent capital project



**General Category 4 Grant Program**

Note: Project Feasibility and Community Engagement requirements also apply

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **General Category 4**


**Award Size**

- Minimum: \$50,000
- Maximum: \$3,100,000

**Award Brackets**

Projects will compete and be evaluated within the following brackets:

- Small: \$50,000 - \$499,999
- Medium: \$500,000 - \$999,999
- Large: \$1,000,000 - \$1,999,999
- Jumbo: \$2,000,000 - \$3,100,000



**General Category 4 Grant Program**

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3. DRAFT FUNDING GUIDELINES: Grant Programs


Competitive Grants: **Recreation Access**

**Annual Funding Amount**

- \$3,699,904

**Program Eligibility**

- The program increases the ability for county citizens to access public lands, park facilities, park amenities, and recreational opportunities
- The program meets the requirements of the Americans with Disabilities (ADA) Act of 1990
- The program must provide an annual third-party program evaluation report



**Recreation Access Categories 3 & 4 Grant Program**

Note: Program Feasibility and Community Engagement requirements also apply

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Recreation Access**


**Award Size**

- Minimum: \$50,000
- Maximum: \$1,850,000

**Award Brackets**

Projects will compete and be evaluated within the following brackets:

- Small: \$50,000 - \$499,999
- Medium: \$500,000 - \$999,999
- Large: \$1,000,000 - \$1,850,000



**Recreation Access Categories 3 & 4 Grant Program**

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3. DRAFT FUNDING GUIDELINES: Grant Programs


Competitive Grants: County Cultural Facilities

**Annual Funding Amount**

- \$1,233,301


**Project Eligibility**

- The project improves, refurbishes or enhances an existing County-owned cultural facility, creates a new County-owned cultural facility, or is developed on County-owned land by a partner agency
- The project is a permanent capital project



**Cultural Facilities Category 4 Grant Program**

Note: Project Feasibility and Community Engagement requirements also apply



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **County Cultural Facilities**


**Award Size**

- Minimum: \$50,000
- Maximum: \$1,200,000


**Award Brackets**

Projects will compete and be evaluated within the following brackets:

- Small: \$50,000 - \$249,999
- Medium: \$250,000 - \$549,999
- Large: \$550,000 - \$1,200,000



**Cultural Facilities Category 4 Grant Program**



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3. DRAFT FUNDING GUIDELINES: Grant Programs


Competitive Grants: **Category 5**

**Annual Funding Amount**

- \$3,605,035


**Program Eligibility**

- Provides **education, skills training,** and career pathway development to young adults, aged 18 to 25, or veterans, to implement park projects; **or**
- Provides **certifications and placement services,** or apprenticeship opportunities for young adults, aged 18 to 25, or veterans, for jobs and careers in the Parks and Recreation field; and
- Both programs must provide an annual third-party program evaluation report.



**Youth and Veteran Category 5 Grant Program**

Note: Program Feasibility and Community Engagement requirements also apply



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Category 5**

**Award Size**

**Education and Skills Training**

- Minimum: \$50,000
- Maximum: \$1,400,000

**Certification and Job Placement**

- Minimum: \$50,000
- Maximum: \$350,000


**Award Brackets**

**Education and Skills Training**


- Small: \$50,000 - \$249,999
- Medium: \$250,000 - \$549,999
- Large: \$550,000 - \$1,400,000

**Certification and Job Placement**

- Small: \$50,000 - \$99,999
- Medium: \$100,000 - \$199,999
- Large: \$200,000 - \$350,000



**Youth and Veteran Category 5 Grant Program**



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Acquisition-Only Projects**

**Need for Acquisition Funds:**

- 13% of projects prioritized in PNA involved acquisition
- Cost of these projects was 28% of the total costs documented in PNA
- Acquisition can be time-sensitive due to the real estate market




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Acquisition-Only Projects**

**Potential Approach for Acquisition-Only Funds:**

- Annual competitive grant for acquisition-only projects
  - Priority for urgent acquisition needs
- Funds could come from General Category 3 and General Category 4
- Initial estimate of approximately \$2 million annually




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3. DRAFT FUNDING GUIDELINES: Grant Programs


Competitive Grant Scoring: **General Category 3**

**Evaluation Criteria**  
Projects will be scored out of 100 points total

Evaluation Category	Points
Level of Need	25
Regional Benefits	20
Multi-Benefit Projects	20
Community Involvement	20
Park Facility/Amenity Condition	5
Leveraging of Funds	5
Creativity, Place-Making, and Design	5
TOTAL	100



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 3**

Level of Need	25 Points max.
<i>Only one of the following four subcriteria may apply to each project.</i>	
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 3**

Regional Benefits	20 Points max.
<i>Projects may meet one or more of the criteria below to be awarded, totaling up to 20 points maximum.</i>	
Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a:	
<b>25-mile radius</b>	15
<b>15-mile radius</b>	10 - 14
<b>10-mile radius</b>	0 - 9
Project involves the collaboration of at least three or more adjacent Study Areas or cities.	5

See page 29 of Funding Guidelines document




3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 3**

Multi-Benefit Projects	20 Points max.
<i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</i>	
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1

See page 29 of Funding Guidelines document




3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 3**

Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5

See page 30 of Funding Guidelines document




3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 3**

Facility/Amenity Conditions	5 Points max
<i>Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.</i>	
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>poor condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 5
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>fair condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 2
Project is located in a Study Area with <b>at least 50%</b> of its amenities in poor condition.	5
"..." <b>between 40% and 49%</b> of its amenities in poor condition.	4
"..." <b>between 30% and 39%</b> of its amenities in poor condition.	3
"..." <b>between 20% and 29%</b> of its amenities in poor condition.	2
"..." <b>between 10% and 19%</b> of its amenities in poor condition.	1

See page 30 of Funding Guidelines document








3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 3**

Leveraging of Funds <i>Public and private funding from several specific types of benefit programs.</i>	5 Points
Project will receive <b>at least 45%</b> of the project's cost from the listed public and private funding sources.	5
Project will receive <b>between 25% and 44%</b> of the project's cost from the listed public and private funding sources.	4
Project will receive <b>between 10% and 24%</b> of the project's cost from the listed public and private funding sources.	3

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 3**

Creativity, Place-making, and Design <i>Points will be awarded based on the evaluators' assessment of the level of creativity and quality of design.</i>	5 Points
Project includes a <b>high level</b> of creativity and quality of design and place-making.	4 - 5
Project includes a <b>moderate level</b> of creativity and quality of design and place-making.	0 - 3

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **General Category 4**

**Evaluation Criteria**  
Projects will be scored out of 100 points total

Evaluation Criteria	Points
Level of Need	25
Multi-Benefit Projects	20
Community Involvement	20
Connectivity	15
Accessibility	15
Park Facility/Amenity Condition	5
<b>TOTAL</b>	<b>100</b>




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 4**

Level of Need <i>Only one of the following four subcriteria may apply to each project.</i>	25 Points max.
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 4**

Multi-Benefit Projects <i>Projects may receive full or partial credit in each subcriteria below, totaling up to a maximum of 20 points.</i>	20 Points max.
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1

See page 29 of Funding Guidelines document




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 4**

Community Involvement <i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	20 Points max.
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 4**

**Evaluation Subcriteria**

Connectivity <i>Between 0 and 15 points will be awarded based on the evaluators' assessment of how the project provides connectivity to other areas.</i>	15 Points
Project provides <b>new</b> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.	0 - 15
Project provides <b>improvements to existing</b> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.	0 - 10




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **General Category 4**

**Evaluation Subcriteria**

Accessibility	15 Points
Provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.	0 - 15
Project meets the subcriteria above and this access is provided within an urban area.	0 - 10




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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

#### Competitive Grant Scoring: **General Category 4**

Facility/Amenity Conditions <i>Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.</i>	5 Points max
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>poor condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 5
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>fair condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 2
Project is located in a Study Area with <b>at least 50%</b> of its amenities in poor condition.	5
"..." <b>between 40% and 49%</b> of its amenities in poor condition.	4
"..." <b>between 30% and 39%</b> of its amenities in poor condition.	3
"..." <b>between 20% and 29%</b> of its amenities in poor condition.	2
"..." <b>between 10% and 19%</b> of its amenities in poor condition.	1

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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

#### Competitive Grants: County Cultural Facilities

#### Evaluation Categories

Projects will be scored out of 100 points total

Evaluation Criteria	Points
Level of Need	25
Multi-Benefit Projects	20
Community Involvement	20
Accessibility	20
Creativity, Place-Making, and Design	15
<b>TOTAL</b>	<b>100</b>



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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

#### Competitive Grant Scoring: **County Cultural Facilities**

Level of Need <i>Only one of the following four subcriteria may apply to each project.</i>	25 Points max.
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4

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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

#### Competitive Grant Scoring: **County Cultural Facilities**

Multi-Benefit Projects <i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</i>	20 Points max.
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1

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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5

See page 30 of *Funding Guidelines document*

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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

#### Evaluation Subcriteria

Accessibility	15 Points
Provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.	0 - 15
Project meets the subcriteria above and this access is provided within an urban area.	0 - 10






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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

#### Evaluation Subcriteria

Creativity, Place-making, and Design	5 Points
<i>Points will be awarded based on the evaluators' assessment of the level of creativity and quality of design.</i>	
Project includes a <b>high level</b> of creativity and quality of design and place-making.	4 - 5
Project includes a <b>moderate level</b> of creativity and quality of design and place-making.	0 - 3

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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: Recreation Access

#### Evaluation Categories

Projects will be scored out of 70 points total

Evaluation Criteria	Points
Level of Need	20
Program Benefits	30
Community Participation	20
TOTAL	70





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3. DRAFT FUNDING GUIDELINES: Grant Programs

**Competitive Grant Scoring: Recreation Access**

Level of Need <i>Only one of the following four subcriteria may apply to each project.</i>	25 Points max.
(A) Program is located in a High or Very High Need Study Area.	25
(B) Program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



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3. DRAFT FUNDING GUIDELINES: Grant Programs

**Competitive Grant Scoring: Recreation Access**

**Evaluation Subcriteria**

Program Benefits <i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 30 points.</i>	30 Points
Goals and Objectives	0 - 5
Accessibility	0 - 5
Participant Recruitment	0 - 5
Connectivity	0 - 3
Interpretive Programs and Education	0 - 3
Public Safety	0 - 3
Active Recreation and Fitness	0 - 3




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3. DRAFT FUNDING GUIDELINES: Grant Programs

**Competitive Grant Scoring: Recreation Access**

Community Involvement <i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	20 Points max.
Project includes <b>robust and innovative</b> outreach strategies that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies that will engage the identified target audience.	0 - 5



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3. DRAFT FUNDING GUIDELINES: Grant Programs

**Competitive Grant Scoring: Youth and Veteran**

**Evaluation Categories**

Projects will be scored out of 70 points total

Evaluation Criteria	Points
Level of Need	20
Program Benefits	30
Community Participation	20
TOTAL	70



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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

#### Competitive Grant Scoring: Youth and Veteran

##### Evaluation Subcriteria

Level of Need	20 Points
Organization provides services to, or recruits <b>more than 75%</b> of their participants from, a High or Very High Need Study Area.	20
Organization provides services to, or recruits <b>50% to 75%</b> of their participants from, a High or Very High Need Study Area.	15
Organization provides services to, or recruits more than <b>25% to 49%</b> of their participants from, a High or Very High Need Study Area.	5

*Only one of the following three subcriteria may apply to each project.*



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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

#### Competitive Grants: Youth and Veteran

##### Evaluation Subcriteria

Program Benefits	30 Points
Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 30 points.	
Program Quality	0 - 5
Program Variety	0 - 5
Goals and Objectives	0 - 5
Participant Recruitment and Retention	0 - 5
Follow-up Services	0 - 5
History of Success and Outcomes	0 - 5



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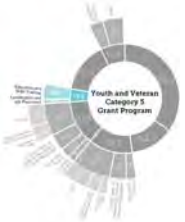
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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

#### Competitive Grant Scoring: Youth and Veteran

##### Evaluation Subcriteria

Community Participation	20 Points
Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.	
Program incorporates <b>robust and innovative</b> outreach strategies that will engage the identified target audience.	15 - 20
Program incorporates <b>sufficient</b> outreach strategies that will engage the identified target audience.	6 - 14
Program incorporates <b>minimal and limited</b> outreach strategies that will engage the identified target audience.	0 - 5



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### 3. DRAFT FUNDING GUIDELINES: Calendars

#### Community Engagement Requirements

**Information Sharing**

This approach allows agencies to update their community on the status of a project or a plan without extensive ongoing community feedback.

This approach is best appropriate when agencies have previously engaged the community and seek to provide updates throughout the duration of the project.

Information-sharing methods should be appropriate in availability and visibility to the particular community.

This approach may be required at various stages of the grant implementation process.

**Concurrent Engagement**

This approach is best appropriate to funded projects and plans in conjunction with other community meetings.

This may include meetings scheduled around community events, regularly scheduled meetings, or other events that also engage the community and allow feedback pertaining to spending activities within a field area.

Concurrent engagement methods should be appropriate to look and face to the particular community.

Depending on project scope, this approach may be required before or after initiation of the grant implementation.

**Participatory Engagement**

This approach includes meetings, workshops, and other events that solicit direct priority spending of Measure A Funds. These events focus on key priorities and recommendations and focus on Measure A Funds should be directed to those priorities.

Meetings that intentionally engage the community and solicit meaningful feedback. Participatory engagement methods should be appropriate in scale and face to the particular community.

Depending on project scope, this approach may be required before and after initiation of the grant implementation.

**Annual Allocations\***

\$100K - \$150K: IS

\$150K - \$250K: IS, CE, PE

\$250K - \$500K: IS, CE, PE

\$500K - \$1M: IS, PE

\$1M - \$5M: IS, PE

\$5M - \$10M: IS, PE

\$10M - \$50M: IS, PE

\$50M - \$100M: IS, PE

\$100M - \$500M: IS, PE

\$500M - \$1B: IS, PE

**Competitive Grants\*\***

\$100K - \$150K: IS, CE, PE

\$150K - \$250K: IS, CE, PE

\$250K - \$500K: IS, CE, PE

\$500K - \$1M: IS, CE, PE

\$1M - \$5M: IS, CE, PE

\$5M - \$10M: IS, CE, PE

\$10M - \$50M: IS, CE, PE

\$50M - \$100M: IS, CE, PE

\$100M - \$500M: IS, CE, PE

\$500M - \$1B: IS, CE, PE

**Maintenance & Servicing (M&S) Funds**

All → IS

\*Applied to all annual allocations, including Categories 1 and 2, as well as Category 3 Department of Beaches and Harbor, Category 4 Department of Parks and Recreation (DPR).

\*\*Does not apply to programmatic competitive grants such as Recreation Access (Category 3) and 4 and 6 and Category 5 Youth and Veteran grants.

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3. DRAFT FUNDING GUIDELINES: Calendars

### Community Engagement Requirements

- **Adjusted thresholds** for competitive grants so that all projects competing against each other in an award bracket are held to the same standard of engagement
- Allowed **more flexibility** for when engagement is conducted by requiring a minimum number of occurrences without mandating that it occur before or after the application period
- Required Information Sharing **across the board**
- **Removed** requirement that **proposed project must be on the current PNA List** or consistent with an adopted planning document
- **Removed Resolution** as meaningful form of engagement



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3. DRAFT FUNDING GUIDELINES: Calendars

### Community Engagement Requirements

Information Sharing

Concurrent Engagement

Participatory Engagement

**Engagement must be thoughtful and appropriate to the Study Area's community or the area being served by the project, including the following:**

- Provide advanced notice of at least two weeks for concurrent and participatory engagement, through multiple platforms
- Schedule and locate meetings/events at a time/location appropriate for adequate community attendance.
- Reach out to community members living in High and Very High Need Study Areas and/or subareas as well as non-English speaking populations, if applicable.
- Provide interpretive services for languages other than English in written and/or spoken form, targeting languages that are commonly spoken in the community, if applicable.



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3. DRAFT FUNDING GUIDELINES: Calendars

### Community Engagement Requirements


Information Sharing

Concurrent Engagement

Participatory Engagement

#### Timing of Engagement

- Engagement that has occurred within 36 months is acceptable with verification.
- If engagement has not yet occurred, agencies must describe the comprehensive community engagement plan in their grant application and upon completion of engagement, verification must be provided to RPOSD.
- Acceptable verification for all levels of engagement may include photos, sign-in sheets, signed resolutions social media reports, and narrative descriptions of the type of outreach conducted.



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- Purpose
- Policies

## 4. GRANTMAKING POLICY

4. GRANT MAKING POLICY

Purpose:

*Lowering barriers  
to accessing  
Measure A funds*



4. GRANT MAKING POLICY

- **Targeting Funds.** Thirty percent (30%) of General Competitive Category 3 and Category 4 grant funds will be targeted to projects in High and Very High Need Study Areas.
- **Evaluation Criteria.** All competitive grants will include a “Level of Need” evaluation criterion.
- **Project Types.** Competitive grant programs will fund specific project types that are in and/or serve High and Very High Need communities.



4. GRANT MAKING POLICY

- **Long-Range Planning.** Measure A funding will be consistent with Study Areas’ long-range park planning documents, such as the Needs Assessment, Parks Master Plan, community plan, or other approved planning document.
- **Community Engagement.** RPOSD will require community involvement and engagement for projects funded by Measure A.
- **Monitoring and Correction.** RPOSD will consistently monitor, track, and if necessary, correct, the distribution of both competitive funding and annual allocations.



4. GRANT MAKING POLICY

- **Technical Assistance.** RPOSD will develop a Technical Assistance Program that provides technical assistance to potential applicants throughout the stages of the grant process to ensure that barriers to applying for and receiving funding are reduced.







### Upcoming Meetings

**Steering Committee Meeting #7**

- Policies: *Variable Funds, Bonding and Forwarding, Category 2, BoS Designated Park Projects, Consumer Price Index Update;*
- **Technical Assistance Program Refinements**

January 25<sup>th</sup> 9:30 am-12 noon  
Kenneth Hahn Hall of Administration

**Steering Committee Meeting #8**

- Policies: *Innovation & Oversight, Nonprofit M&S 4.5% Allocation*
- **Revised Grant Guidelines**
- **Community Engagement Meetings Rollout**

February 22<sup>nd</sup> 9:30 am-12 noon  
Kenneth Hahn Hall of Administration

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### TAP Survey

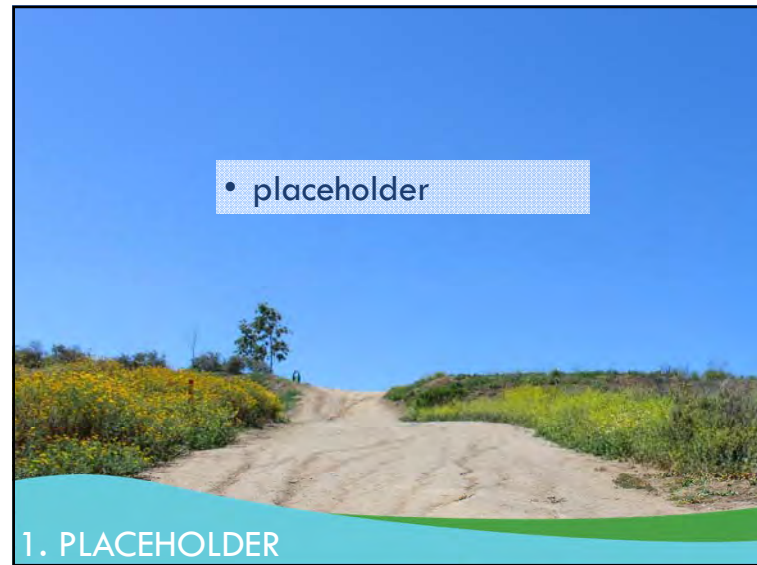
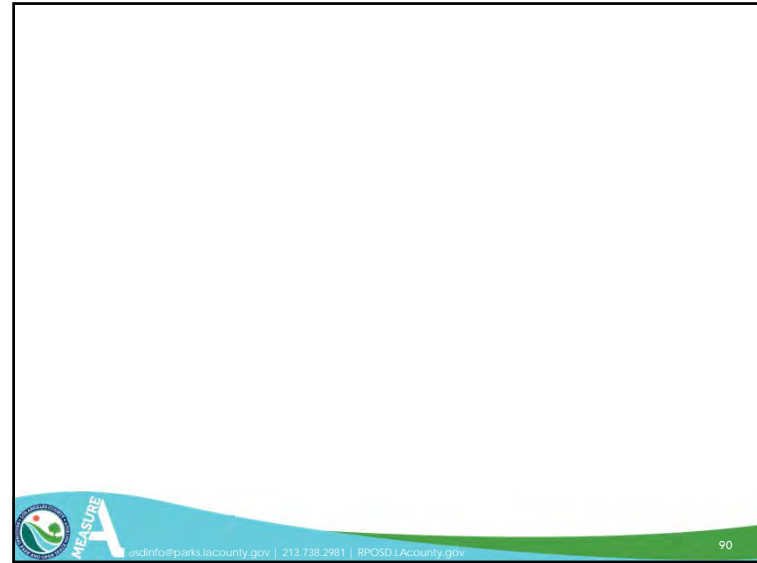
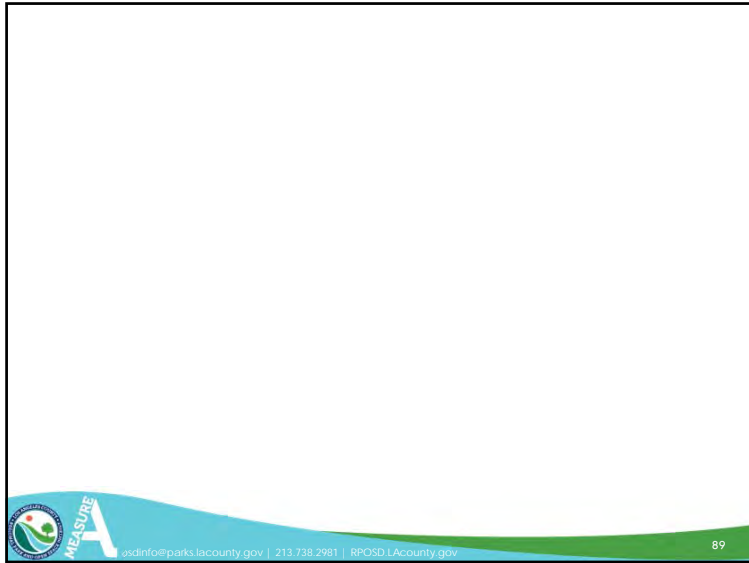
- **Deadline to respond is this Friday at 5:00pm.**
- **If you need the link again, please let Jessica Wuyek know.**

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**Park Need Calculation Clarification and Subarea Need**

At the September Steering Committee meeting, incorrect information was provided in response to a question about the difference between Study Area need and “subarea” need. It was incorrectly stated that population density was not considered when determining park need in subareas, and that population density was only considered in determining need in Study Areas.

In fact, population density was one of three metrics used to determine park need in subareas:



Study Area need was calculated primarily based on the percent of population in High and Very High need subareas within each Study Area, using the calculations for each subarea described above<sup>1</sup>. Therefore, the three factors illustrated above were the primary factors used to identify need in both subareas and Study Areas for the 2016 Countywide Comprehensive Parks Needs Assessment (PNA).

**Subarea Need**

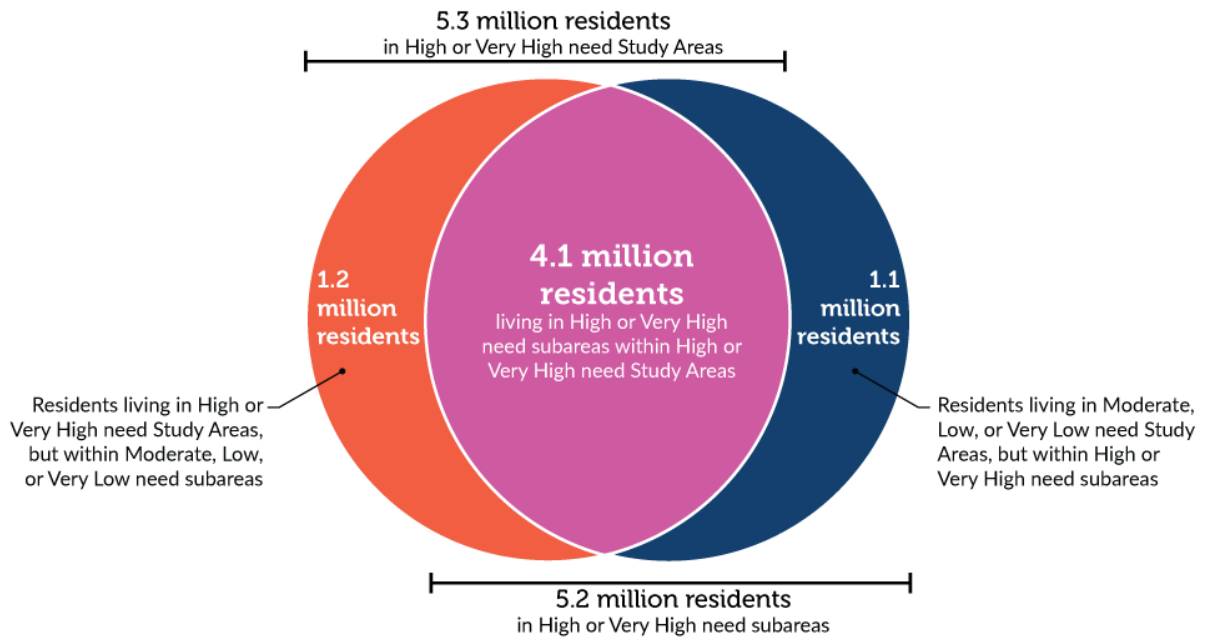
Analyzing Los Angeles County’s population by Study Area need shows that 52.6% of the County population, or approximately 5.3 million people, lives in a High or Very High need Study Area.

Analyzing the County population by subarea need level shows that a similar percentage, 51% of the County population, or approximately 5.2 million people, lives in a High or Very High need subarea.

Of residents living in a High or Very High need subarea, nearly 80%, or approximately 4.1 million residents, also live within a High or Very High need Study Area and will thus benefit from Category 2 funds. However, over 20% of

<sup>1</sup> Park amenity condition, lack of a park within a Study Area, and total Study Area population were further used to move Study Areas up or down one or more levels of need, but only after the percent of population in High and Very High need subareas was calculated. Twenty two Study Areas had their need level adjusted using these criteria. Of these, three Study Areas were moved from Moderate need to High need; and three were moved from High need to Very High need. No Study Areas were moved out of the High or Very High need level.

residents living in a High or Very High need subarea live in Moderate, Low, or Very Low need Study Areas. This equates to approximately 1.1 million people living in subareas of High or Very High need within Moderate, Low, or Very Low need Study Areas.



There are a total of 89 Study Areas (44 Moderate need, 32 Low need, and 13 Very Low need Study Areas) with High or Very High need subareas. The number of residents in these High or Very High need subareas in each Study Area ranges from 15 to just over 49,000 (refer to Table 1).

The consideration of High and Very High need subareas could be relevant to Los Angeles County Regional Park and Open Space District's (RPOSD's) proposed targeting of funds and to the evaluation of Level of Need for competitive grants.

#### *Targeted Funds*

RPOSD recommends that targeted funds from General Category 3 and General Category 4 competitive grants be targeted only to those Study Areas that are High or Very High need. These targeted funds are intended to ensure that agencies with the greatest need for parks are able to secure funds and thus should be focused on Study Area need.

#### *Evaluation of Level of Need for Competitive Grants*

RPOSD recommends that subarea need be considered when evaluating Level of Need in competitive grant applications, in the following manner:

1. Subarea need should only be considered if the project is located within a High or Very High need subarea and the project's Study Area contains at least 5,000 residents living in High or Very High need subareas. Using data from the 2016 PNA, this includes 40 Moderate need and 14 Low need Study Areas. No Very Low need Study Areas have 5,000 residents living in High or Very High need subareas. These 54 Study Areas include 95.8% of the 1.1 million residents who live in High or Very High need subareas within Moderate,

Low, or Very Low need Study Areas. The remaining 4.2% of residents live in Moderate, Low, or Very Low need Study Areas that do not have a substantial number of residents (less than 5,000 residents) living in High or Very High need subareas.

2. Projects located in or serving High or Very High need subareas within qualifying Study Areas that are not High or Very High need should receive fewer points than projects located in High or Very High need Study Areas. As an example, for General Category 3 Grants the following scoring is suggested:

<p><b>Level of Need</b></p> <p>Level of need is based on the current Countywide Parks Needs Assessment determination. Projects located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.</p> <p>Only one of the following four subcriteria will apply to each project.</p>	<p>25 points maximum</p>
<p><i>(A) Project is located in a High or Very High need Study Area.</i></p>	<p>25</p>
<p><i>(B) Project is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	<p>6-15</p>
<p><i>(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	<p>10</p>
<p><i>Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	<p>1-4</p>

**Table 1** - High and Very High Need Subarea Population within Moderate, Low, and Very Low Need Study Areas

Study Area ID	Study Area Name	Study Area Need Level	Study Area Population in High and Very High Need Subareas
183	City of LA Northeast Los Angeles - North	Moderate	49,718
182	City of Santa Monica	Moderate	45,685
179	Santa Clarita - North	Moderate	37,057
122	City of Lancaster - Westside	Moderate	36,993
121	City of LA Wilmington - Harbor City / City of LA Port of LA	Moderate	32,111
151	Santa Clarita - South	Moderate	31,543
177	City of LA Northeast Los Angeles - South	Moderate	31,100
103	City of LA Hollywood - North	Moderate	30,994
73	City of LA Granada Hills - Knollwood	Moderate	28,809
186	City of Redondo Beach	Moderate	28,488
131	City of Montebello	Moderate	28,373
134	Unincorporated South Whittier/ Uninc. East La Mirada	Moderate	28,081
160	City of West Covina	Moderate	27,022
173	City of Pasadena - Westside	Moderate	26,324
138	City of LA Silver Lake - Echo Park - Elysian Valley	Moderate	26,021
69	City of Lancaster - Eastside	Moderate	24,382
136	City of LA Encino - Tarzana	Moderate	24,315
180	City of Glendale - Northside	Low	24,027
155	City of Pomona - Northside	Moderate	23,083
98	City of Rosemead	Moderate	21,911
148	City of Monterey Park	Moderate	21,867
185	City of LA San Pedro / City of LA Port of Los Angeles / Unincorporated La Rambla	Moderate	21,798
146	City of LA West Hills - Woodland Hills \ Uninc. Canoga Park - West Hills	Moderate	21,206
96	City of LA Sylmar	Moderate	20,556
152	City of LA Chatsworth - Porter Ranch / Uninc. Chatsworth / Uninc. Northridge / Uninc. Canoga Park / Uninc. Porter Ranch-Oat Mountain	Low	19,153
129	City of LA Brentwood - Pacific Palisades	Moderate	17,896
150	City of Pomona - Southside	Moderate	17,796
92	Unincorporated Rowland Heights	Moderate	17,426
167	City of Beverly Hills	Moderate	16,634
124	City of Palmdale - Eastside / Uninc. South Antelope Valley	Low	16,205
84	City of LA Sherman Oaks - Studio City - Toluca Lake - Cahuenga Pass / Uninc. Universal City	Low	15,505

Study Area ID	Study Area Name	Study Area Need Level	Study Area Population in High/Very High Need Subareas
93	City of Covina	Moderate	14,044
110	City of Pico Rivera	Low	13,952
132	City of Pasadena - Eastside / Unincorporated Kinneloa Mesa	Moderate	13,707
176	City of Burbank	Low	12,832
111	City of San Gabriel	Moderate	12,539
166	City of Arcadia	Low	11,912
175	City of Azusa	Moderate	11,449
172	City of Culver City	Moderate	10,379
20	Unincorporated San Jose Hills	Moderate	9,600
39	Unincorporated Valinda	Moderate	9,286
91	Unincorporated Castaic	Moderate	9,144
181	City of Torrance - South	Low	8,137
127	Unincorporated Azusa	Moderate	7,942
157	City of Diamond Bar	Low	7,452
153	City of Lakewood / Unincorporated Lakewood	Low	7,202
139	City of LA Sunland - Tujunga - Lake View Ter. - Shadow Hills	Low	7,140
97	City of Long Beach Central	Low	6,791
128	City of Hermosa Beach	Moderate	6,386
62	City of Lomita	Moderate	6,249
77	City of Monrovia	Low	5,878
41	City of Hawaiian Gardens	Moderate	5,728
165	City of Long Beach East / Unincorporated Long Beach	Low	5,446
55	City of Commerce	Moderate	5,081
187	City of Whittier	Low	4,785
137	City of La Mirada	Moderate	3,866
125	City of Palmdale - Westside	Low	3,694
47	Unincorporated Altadena	Low	3,632
89	City of South Pasadena	Low	3,626
178	City of Manhattan Beach	Low	3,552
78	City of South El Monte/ Unincorporated El Monte/ Uninc. Whittier Narrows	Low	3,083
65	Unincorporated West Whittier - Los Nietos	Low	2,639
99	Unincorporated Hacienda Heights-Whittier	Low	2,251
19	Unincorporated Quartz Hill-Lancaster	Moderate	2,032
144	City of Glendora / Unincorporated Glendora	Low	1,704
63	Unincorporated Marina del Rey	Moderate	1,700
126	City of Santa Fe Springs	Low	1,274



Study Area ID	Study Area Name	Study Area Need Level	Study Area Population in High/Very High Need Subareas
171	City of Claremont / Unincorporated Claremont	Low	1,026
5	Unincorporated Covina Islands	Moderate	1,007
184	City of Cerritos \ Unincorporated Cerritos	Low	600
158	City of El Segundo	Low	599
52	Unincorporated Sunrise Village-South San Gabriel-Whittier Narrows	Low	574
29	Unincorporated Angeles National Forest	Low	531
143	City of Duarte	Low	412
33	Unincorporated Monrovia	Low	365
156	City of San Dimas / Unincorporated San Dimas	Very Low	296
25	City of Industry	Very Low	186
66	City of La Canada Flintridge	Very Low	156
170	City of Rancho Palos Verdes	Very Low	106
9	Unincorporated Acton/ Uninc. South Antelope Valley	Very Low	102
3	City of Vernon / Unincorporated Vernon	Very Low	101
49	Unincorporated Stevenson/Newhall Ranch	Very Low	70
141	City of Signal Hill	Very Low	55
8	City of San Marino	Very Low	38
159	City of La Verne / Uninc. La Verne/ Uninc. Claremont	Very Low	32
48	Unincorporated Ladera Heights / View Park - Windsor Hills	Very Low	28
86	City of Rolling Hills Estates / Unincorporated Westfield	Very Low	20
17	Unincorporated Northeast Antelope Valley	Very Low	16
10	Unincorporated Agua Dulce-Angeles National Forest-Canyon Country	Low	15

## Measure A Grant Guidelines Policies and Procedures Draft Outline

1. Introduction
  - a. Background
    - i. History of RPOSD Funding in LA County
  - b. Measure A Overview
    - i. Description
    - ii. Program Goals
    - iii. Strategic Expenditure Plan
    - iv. Grant Calendars – Annual Allocations and Competitive Grants
2. Policies
  - a. Overview
  - b. Grantmaking Policy
  - c. Bonding Policy
  - d. Board of Supervisors Annual Designated Park Project Policy
  - e. Consumer Price Index Update Policy
  - f. Variable Allocations Policy
  - g. Oversight and Innovation Policies
    - i. Oversight Committee
  - h. Measurement and Evaluation Policy
    - i. Projects
    - ii. Funds
    - iii. Technical Assistance
  - i. Countywide Parks Needs Assessment Maintenance Policy
  - j. Other Policies
3. Funding Guidelines
  - a. Overview
    - i. Calendar for Current Funding Cycle
    - ii. Expenditure Plan for Current Funding Cycle (dollar amounts)
    - iii. Process of Receiving Grant Funds
  - b. Enrollment and Eligibility Procedures
    - i. Qualified Agencies/Organizations
    - ii. Enrollment and Eligibility Requirements
  - c. Funding Types
    - i. General Information
      - a. Community Engagement Requirements
      - b. Technical Assistance (available)
    - ii. Annual Allocations
      1. General Information
        - a. Plans to Use Annual Allocations
          - i. Spend Annually
          - ii. Save for Predetermined Amount of Time
          - iii. Bond
          - iv. Sharing/Transferring Annual Allocations
        - b. Award Process

2. Category 1
    - a. Description
    - b. 2018 Funding Amount
    - c. Project Types
    - d. Project Requirements
  3. Category 2
    - a. Description
    - b. 2018 Funding Amount
    - c. Project Types
    - d. Project Requirements
  4. Category 3 – DBH
    - a. Description
    - b. 2018 Funding Amount
    - c. Project Types
    - d. Project Requirements
  5. Category 4 – DPR
    - a. Description
    - b. 2018 Funding Amount
    - c. Project Types
    - d. Project Requirements
- iii. Competitive Grants
1. General Information
    - a. Letter of Intent
    - b. Grant Application Meeting Requirement
    - c. Award Process
  2. Category 3 General
    - a. Description
    - b. 2018 Funding Amount
    - c. Project Types
    - d. Project Requirements
    - e. Award Size
    - f. Evaluation Criteria
    - g. Application Process
  3. Category 4 General
    - a. Description
    - b. 2018 Funding Amount
    - c. Project Types
    - d. Project Requirements
    - e. Award Size
    - f. Evaluation Criteria
    - g. Application Process
  4. County Cultural Facilities
    - a. Description
    - b. 2018 Funding Amount
    - c. Project Types
    - d. Project Requirements
    - e. Award Size
    - f. Evaluation Criteria

- g. Application Process
- 5. Recreation Access
  - a. Description
  - b. 2018 Funding Amount
  - c. Program Types
  - d. Program Requirements
  - e. Award Size
  - f. Evaluation Criteria
  - g. Application Process
- 6. Youth and Veteran
  - a. Description
  - b. 2018 Funding Amount
  - c. Program Types
  - d. Program Requirements
  - e. Award Size
  - f. Evaluation Criteria
  - g. Application Process
- iv. Maintenance and Servicing
  - 1. Description
  - 2. 2018 Funding Amount
  - 3. Expenditure Eligibility
  - 4. Application Process
  - 5. Sharing/transferring Funds
- v. Planning & Design Funds
  - 1. Description
  - 2. 2018 Funding Amount
  - 3. Project Types
  - 4. Requirements
  - 5. Award Size
  - 6. Evaluation Criteria
- 4. Project Delivery / Grant Administration
  - i. Application Requirements
    - 1. Application Materials
    - 2. Application Review and Approval
    - 3. Project Agreement
  - ii. Project Administration
    - 1. Project Reporting
    - 2. Advancements
    - 3. Reimbursements
    - 4. Eligible and Ineligible Costs
    - 5. Initial Site Inspection
    - 6. Amendments
    - 7. Unutilized Funds
  - iii. Closing and Long-Term Obligations
    - 1. Reporting
    - 2. Audits and long-term obligations
    - 3. Conversions
  - iv. Maintenance and Servicing

1. Eligible/Ineligible Expenditures
  2. Budget
  3. Unanticipated and/or Extraordinary Expenses
  4. Payment Requests
  5. Accounting Requirements
  6. Long-term Grant Obligations
  7. Unutilized Funds
5. Technical Assistance
- a. Program Goals
  - b. Description of Program Elements
  - c. Funding of Technical Assistance
  - d. How to Receive Technical Assistance
6. Glossary

DRAFT

## **3. Funding Guidelines**

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### **3.1 OVERVIEW**

The Measure A grant program is made up of various funding categories, including both non-competitive and competitive grants, Maintenance & Servicing (M&S) funds, and Planning & Design Funds. Non-competitive grants include annual allocations to local agencies countywide, while competitive grants are made up of five different grant categories, each with different funding amounts, requirements, and evaluation criteria for projects or programs. This chapter contains details, guidelines, and requirements on Measure A's funding categories.

This chapter does not contain information about Program Innovation & Oversight funding, which includes the Technical Assistance Program (TAP). For more information about the TAP, see Chapter 5.

#### **3.1.1 CALENDAR FOR CURRENT FUNDING CYCLE**

##### **3.1.1.1 ANNUAL ALLOCATIONS**

Annual allocations will be available to those qualified agencies that have completed enrollment beginning in July 2018. Agencies can submit applications for their annual allocation funds at any time in the calendar year, except during specified blackout periods (refer to Chapter 1, Introduction, for additional detail).

Although there may be exceptions, processing times for annual allocations will be as follows:

- 6 to 8 weeks from submission of completed enrollment documents to notification of eligibility
- 6 to 8 weeks from submission of completed application to notice of grant award

##### **3.1.1.2 COMPETITIVE GRANTS CALENDAR**

Competitive grants will be available beginning in 2019. The following tables indicate the timetable for each competitive grant program.

**TABLE 3-1: GENERAL COMPETITIVE GRANTS (CATEGORIES 3 & 4)**

	2018										2019	
	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
Application available												
Application due							SEP 1					
Application evaluation												
Notification of grant award												FEB 1

**TABLE 3-2: RECREATION ACCESS GRANTS (CATEGORIES 3&4)**

	2018						2019					
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
Application available												
Application due							MAR 1					
Application evaluation												
Notification of grant award												AUG 1

**TABLE 3-3: YOUTH AND VETERAN GRANTS (CATEGORY 5)**

	2018	2019										
	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
Application available												
Application due							JUN 1					
Application evaluation												
Notification of grant award												NOV 1

**TABLE 3-4: CULTURAL FACILITIES GRANTS (CATEGORY 4)**

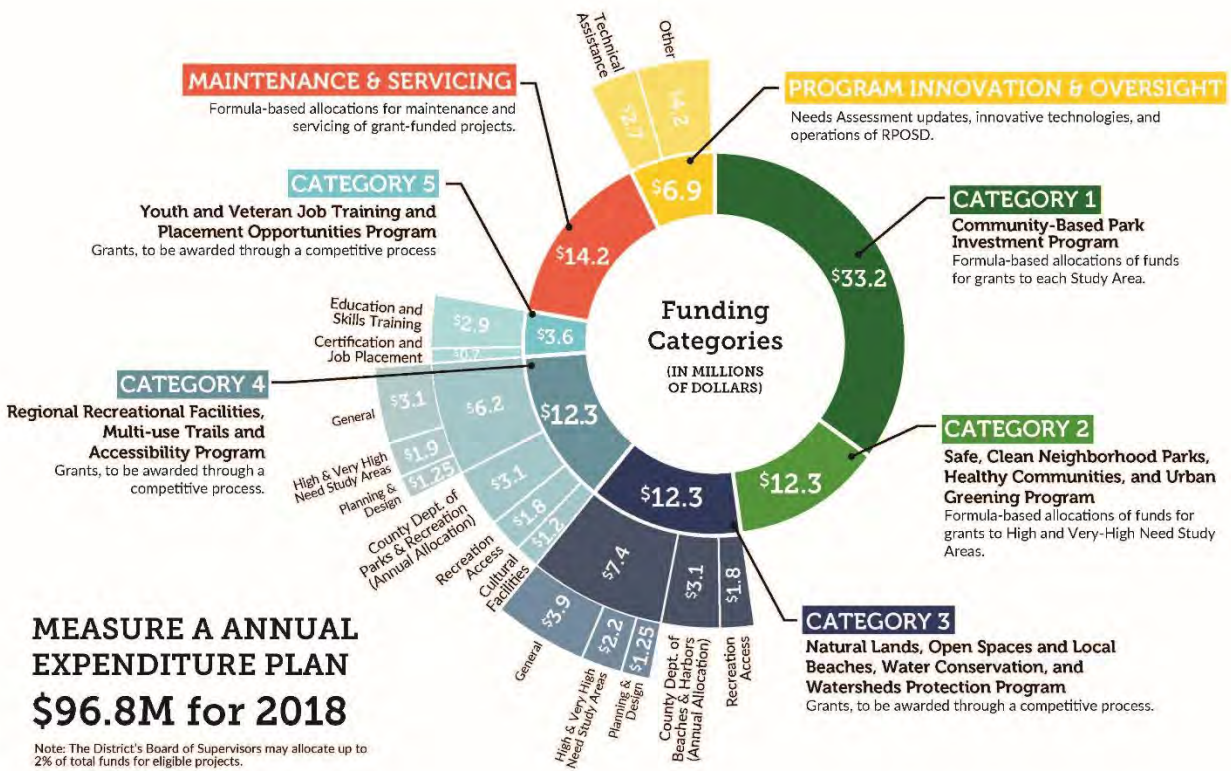
	2020	2021										
	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
Application available												
Application due							JUN 1					
Application evaluation												
Notification of grant award												NOV 1

### 3.1.2 EXPENDITURE PLAN FOR CURRENT FUNDING CYCLE

The Measure A Annual Expenditure Plan, shown in Figure 3-1, shows dollar amounts allocated to each funding category in 2018. The amounts allocated to each funding category will change from year to year due to factors such as increases in tax revenue and policy changes. Funds allocated for competitive grants will be held until the grant program opens.



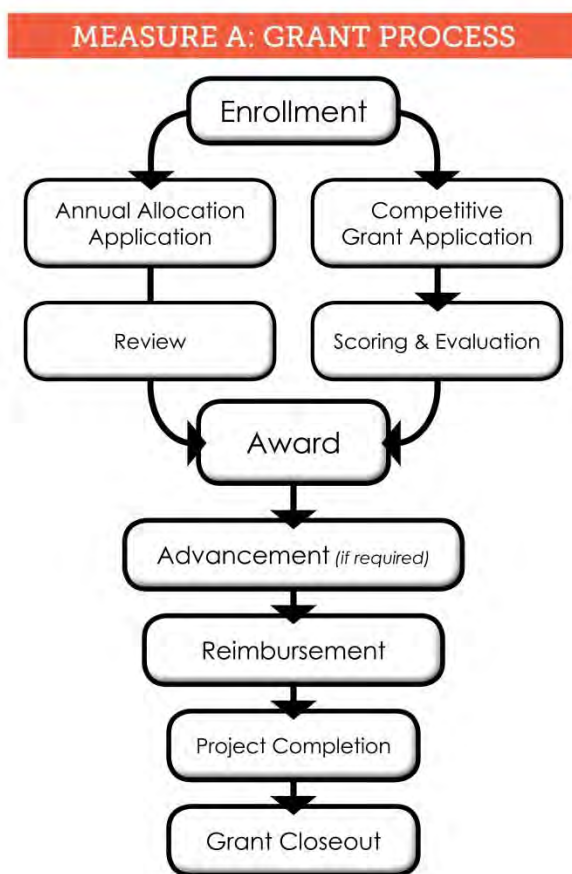
Figure 3-1: Measure A Annual Expenditure Plan



### 3.1.3 PROCESS FOR RECEIVING GRANT FUNDS

Figure 3-2 shows the sequential grant process of receiving Measure A grant funding. This chapter contains guidance and information on navigating the initial steps of the grant process prior to the award of a grant, including enrollment, grant requirements, and evaluation. Chapter 4, Project Delivery/Grant Administration, addresses the elements of the grant process following grant award, including application approval, advancement, reimbursement, project completion, and grant closeout.

Figure 3-2: Grant Process



## 3.2 ENROLLMENT AND ELIGIBILITY PROCEDURES

In order to request and receive any type of Measure A funding, agencies and organizations are required to complete the enrollment and eligibility process online via the Los Angeles County Regional Park and Open Space District's (RPOSD's or District's) website prior to applying for Measure A funds. After enrollment is completed, agencies and organizations will be notified by RPOSD of their eligibility to request Measure A funds. The following section provides more detail on requirements for enrollment and eligibility.

Once initial enrollment is complete and eligibility is established, agencies and organizations are required to renew their enrollment information annually by verifying their agency's or organization's status and the validity of their submitted materials through the RPOSD website.

### 3.2.1 QUALIFIED AGENCIES/ORGANIZATIONS

Only qualified agencies and organizations are able to enroll with RPOSD and establish eligibility to request and receive Measure A funds. Agency qualifications for annual allocations and competitive grants are

further explained below. Program managers (RPOSD staff) will be available to assist agencies and organizations in determining their qualification to complete the enrollment process.

## **PUBLIC AGENCIES**

Qualifying public agencies include any governmental agency, special district, or joint powers authority (JPA) that is authorized to acquire, develop, improve and restore real property for beach, wildlife, park, recreation, community, cultural, open space, water quality, flood control, or gang prevention and intervention purposes.

## **NONPROFIT ORGANIZATIONS**

Nonprofit organizations that own land or park facilities or have existing agreements or letters of intent to operate and maintain facilities are qualified to enroll with RPOSD and may apply independently for competitive grants or may pair with a governmental agency.

Qualifying nonprofit organizations must have a mission related to one or more of the following focus areas:

- Environmental protection and preservation
- Park, recreation, community services, or facilities
- Gang prevention and intervention
- Environmental education and interpretation
- Tree-planting
- Conservation and preservation of wetlands or of lands predominantly in their natural, scenic, historical, forested, or open-space condition
- Restoration of lands to a natural, scenic, historical, forested, or open space condition
- Job skills training and educational opportunities to young adults and/or veterans

## **SCHOOLS**

Public and private nonprofit schools are qualified to enroll with RPOSD, provided that they allow public use of school facilities during non-school hours. Alternatively, schools can offer education/training programs or certification placement services to youth and veterans in lieu of allowing public use of school facilities during non-school hours, but are only eligible to apply for programmatic grants (e.g., Youth and Veteran and Recreation Access grants).

### **3.2.2 ENROLLMENT AND ELIGIBILITY REQUIREMENTS**

Qualified agencies and organizations are required to provide additional information/documentation during the online enrollment process via RPOSD's website to establish eligibility to request Measure A funds. If the agency or organization is eligible to request Measure A funds, RPOSD will notify the agency or organization and inform them what types of grants the agency or organization is eligible to apply for. If the agency or organization is not eligible to request Measure A funds, RPOSD will follow up and provide guidance/feedback.

Requirements for enrollment are detailed below based on whether the requirements are applicable to all agencies or organizations or a specific type of agency or organization.

### 3.2.2.1 ALL AGENCIES/ORGANIZATIONS

All agencies and organizations are required to satisfy the following as part of the enrollment process:

- **Verify Good Standing on Open RPOSD Grants.** If agencies/organizations have open grants with RPOSD, these grants must be in “good standing” in order for agencies to establish eligibility. Good standing means the grant project is in progress and on track to be completed on schedule and within budget.
- **Review and Accept RPOSD Contract Terms.** Applicants must review RPOSD contract terms and conditions through the online portal and determine their ability to meet the terms. Should an applicant object to any of the contract terms or conditions, they shall document the portion(s) of the contract that are unacceptable, identify why they are unacceptable, and submit revised contract language. If the District and applicant cannot come to an agreement on the contract terms, it may be determined that the applicant is ineligible to apply for grant funds.
- **Attend an Enrollment Meeting.** RPOSD will facilitate in-person meetings and online webinars to introduce applicants to the administrative processes required to secure Measure A funds. Enrollment meetings will be held annually at a centrally located venue in each of the five Supervisorial Districts and will also be offered as an online webinar, accessible throughout the year. Attendance will be automatically verified by RPOSD upon completion of the meeting.
- **Request Technical Assistance.** Once eligibility is established, applicants may indicate whether they desire technical assistance to complete grant applications or develop projects. RPOSD staff will work closely with those applicants that request technical assistance. See Chapter 5 to learn more about the Technical Assistance Program (TAP).

### 3.2.2.2 PUBLIC AGENCIES

Public agencies are required to satisfy the following as part of the enrollment process:

- **Verify Jurisdiction Support.** Public agencies must demonstrate proof of support to apply for, accept, and administer Measure A grant funds from an authorized representative of the jurisdiction. Appropriate support may come from the head of the applying department, City Manager’s Office, Parks and Recreation department head, City Council, Board of Directors, or other leadership deemed appropriate by applicant.
- **Review and Update Park Needs Assessment Inventory Data.** Public agencies must verify the accuracy of the agency’s inventory data in the Los Angeles Countywide Comprehensive Parks and Recreation Needs Assessment (PNA) inventory database. If necessary, the applicant shall update this inventory with revised data (i.e., new parks and/or facilities, closures, etc.), and submit the updates to RPOSD. All Study Areas are responsible for regularly updating inventory data tied to the PNA via RPOSD’s enrollment website.
- **Confirm of Intent to Apply for Annual Allocations.** Public agencies must confirm their intent to apply for annual allocations during the current year. Applicants not planning to apply for annual allocation

funds must provide an explanation that describes why they are not requesting the funds and identifies when they plan to request the funds.

- **Financial Audits.** Public agencies must provide documentation of completed financial audits to provide assurance that the agencies' financial statements are accurate and complete.
- **Capacity Review.** Public agencies must provide information demonstrating their organizational capacity, including their financial audit statement and operating structure showing number of staff, staff roles, labor hours, etc.

### 3.2.2.3 NONPROFIT ORGANIZATIONS

Nonprofit organizations are required to satisfy the following as part of the enrollment process:

- **Verify Organization Mission and Operations Comply with Requirements.** Nonprofit organizations must provide documentation to prove their organization's mission statement and that it relates to those topics listed under Section 3.2.1. Organizations must also submit information about their capacity to operate a grant with items such as financials and operating structure, showing the number of staff, staff roles, labor hours, etc.
- **Verify Proof of 501(c)3 Status.** Nonprofit organizations must provide documentation to prove their 501(c)3 status, Conservation Corps certification (if applicable), and proof that the training/education and/or certification/placement services provided meet requirements (if applicable).
- **Verify Proof of Good Tax Standing.** Nonprofit organizations must submit proof of good tax standing (IRS Form 990).
- **Financial Audits.** Nonprofit organizations must provide documentation of completed financial audits to provide assurance that the organizations' financial statements are accurate and complete.
- **Capacity Review.** Nonprofit organizations must provide information demonstrating their organizational capacity to operate a grant and complete a project, including their financial audit statement and operating structure showing number of staff, staff roles, labor hours, etc.

### 3.2.2.4 SCHOOLS

Schools are required to satisfy the following as part of the enrollment process:

- **Provide Joint-use Agreement.** If the school has a joint-use agreement, they must provide proof that their joint-use agreements comply with the following requirements:
  - Allows for public use and access of the site;
  - Must be in place for a minimum number of years from date of application, and provides an option and/or method to extend;
  - Includes the use of indoor and/or outdoor facilities;
  - Allows third parties to operate programs; and
  - If there are fees for site use or participation, there may be no differential fees that allow one group to receive a lower fee due to their membership, affiliation, place of residence, etc.

- **Verify Training/Education and Certification/Placement Services Provided Meet Requirements.** If a school does not have a joint-use agreement, they must provide proof that the training/education and certification/placement services provided meet requirements. This requirement is only applicable to schools applying for Youth and Veteran (Category 5) funds.

### 3.3 FUNDING TYPES

This section provides information about Measure A’s various funding types, which include annual allocations, competitive grants, M&S funds, and Planning & Design funds. Table 3-5 identifies the different types of annual allocations and competitive grants that fall under each grant category or program. Each category of funds is designated to a specific Measure A grant program as described below:

- Category 1: Community-Based Park Investment Program
- Category 2: Safe, Clean Neighborhood Parks, Healthy Communities, and Urban Greening Program
- Category 3: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watersheds Protection Program
- Category 4: Regional Recreational Facilities, Multi-use Trails, and Accessibility Program
- Category 5: Youth and Veteran Job Training and Placement Opportunities Program

**TABLE 3-5: OVERVIEW OF MEASURE A ANNUAL ALLOCATIONS AND COMPETITIVE GRANTS**

ANNUAL ALLOCATIONS		COMPETITIVE GRANTS	
Category 1	All grants	Category 3	Recreation Access grants
Category 2	All grants	Category 3	General Competitive grants
Category 3	Grants to Los Angeles County Department of Beaches and Harbors (DBH)	Category 4	Recreation Access grants
Category 4	Grants to Los Angeles County Department of Parks and Recreation (DPR)	Category 4	Los Angeles County Cultural Facilities grants
		Category 4	General Competitive grants
		Category 5	All grants

M&S funds and Planning & Design grants are not shown in Table 3-5; the application process for these funds are discussed at the end of this chapter in Sections 3.3.4 and 3.3.5.

RPOSD will administer the application process electronically through a grant web portal for all grant funding types. Potential grantees will be able to submit all necessary application items, enrollment information, and eligibility materials through the website. More detail about the application submittal and grant administration requirements can be found in Chapter 4, Project Delivery/Grant Administration.

## 3.3.1 GENERAL INFORMATION

### 3.3.1.1 COMMUNITY ENGAGEMENT REQUIREMENTS

Community engagement is required by each Study Area in order to request and receive grant funds, including annual allocations, competitive grants (except for programmatic grants), and M&S funds. This engagement could occur before the grant award, after the grant award, or both. Figure 3-3 describes the different levels of engagement approaches. All grant types are required to conduct the Information Sharing engagement approach.

The purpose of the community engagement requirements is to: 1) ensure that communities throughout Los Angeles County (County) are aware of, and can help set spending priorities for Measure A-funded projects; and 2) for agencies to report how previous year's allocations and awards were spent. Note that competitive grant applications will be evaluated on the degree of and approaches to community involvement beyond the minimum community engagement requirements (see "Community Involvement" evaluation criterion). Applicants meeting only the minimum requirements will score lower than applicants who conduct more robust community engagement. Applicants should follow the guidelines below to fulfill the minimum community engagement requirements:

- Applicants should follow the flowcharts shown on Figure 3-3 to determine what minimum level of engagement is required to be completed.
- Engagement must be thoughtful and appropriate to the Study Area's community, including the following:
  - Provide advanced notice of at least two weeks for concurrent and participatory engagement through multiple platforms such as by notice, mailing, flyer, postcards, door hangers, radio or television ads, social media, etc.
  - Schedule and locate meetings/events at a time/location appropriate for adequate community attendance.
  - Reach out to community members living in High and Very High need Study Areas and/or subareas as well as non-English speaking populations, if applicable.
  - Provide interpretive services for languages other than English in aural, written, and/or speech forms, targeting languages that are commonly spoken in the community.
- Engagement that has occurred within 36 months is acceptable with verification.
- If engagement has not yet occurred, agencies must describe the comprehensive community engagement plan in their grant application and upon completion of engagement, verification must be provided to RPOSD.
- Acceptable verification for all levels of engagement includes: photos, sign-in sheets, signed resolutions (if applicable), social media reports, and narrative descriptions of the type of outreach conducted.

## **Annual Allocations**

For annual allocation funds, the level of community engagement requirements is dependent on the amount of annual allocation funds an agency is withdrawing for each Study Area that given grant year. The amount could include a single year's worth of annual allocation funds, a portion of a single year's worth of annual allocation funds, or the total or a portion of annual allocation funds accrued over multiple years (not to exceed five years, per RPOSD's requirements). The level of community engagement requirements are differentiated by three funding amount thresholds (see Figure 3-3):

- Under \$100,000
- \$100,000 to \$500,000
- Over \$500,000

### *Advancement of Funds*

Agencies may advance up to 30 percent of their annual allocation funds, not to exceed \$20,000. Any advanced funds would count toward an agency's total withdrawal amount of annual allocation funds.

### *Sharing/Transferring of Funds*

A Study Area may share its Category 1 and/or Category 2 funds with another Study Area, provided that:

- The "receiving" Study Area is located directly adjacent to the "sending" Study Area; or
- RPOSD finds, through the grantmaking process, that the intended use of the funds by the "receiving" Study Area will benefit the residents of the "sending" Study Area.

In such cases, the amount of shared annual allocation funds should count toward both the "sending" and "receiving" Study Areas' total annual allocation funds withdrawn for the year.

## **Competitive Grants**

For competitive grant funds, the level of community engagement requirements is dependent on the project's requested grant award size/applicable grant award size bracket of small, medium, large, or jumbo. Note that different grant categories range in grant award size amount. For example, Category 3's small grant award size bracket range differs from Category 5's small grant award size bracket range.

Agencies requesting larger sizes of grant awards are required to conduct more instances of community engagement throughout the grant project. For example, competitive grant applications requesting a grant award size within the jumbo award bracket are required to complete participatory engagement at two separate times before or after the grant award.

## **M&S Funds**

Agencies requesting M&S funds of any amount are only required to conduct the Information Sharing approach.



Figure 3-3: Engagement Approaches and Requirements



### **3.3.1.2 TECHNICAL ASSISTANCE**

Technical assistance is available to potential grantees to help successfully navigate the grant process once eligibility is established. The purpose of providing technical assistance to potential grantees is to reduce barriers related to administrative capacity, and by doing so, contributing to the success of Measure A in addressing park need across the County. Potential grantees will be prompted during online enrollment to request different the types of technical assistance.

RPOSD staff will work closely with those applicants that request technical assistance through the TAP, which provides a strong suite of tools and strategies, appropriate for all stages of the grantmaking continuum, from project formulation to administration and implementation. More information about the TAP can be found in Chapter 5.

### **3.3.2 ANNUAL ALLOCATIONS**

Allocations are available to all cities and unincorporated areas of the County, and should be used accordingly:

- Category 1: Annual allocations for all of Study Areas within the County
- Category 2: Annual allocations for only high and Very High need Study Areas within the County
- Category 3: Annual allocation for County Department of Beaches and Harbors (DBH)
- Category 4: Annual allocation for County Department of Parks and Recreation (DPR)

The use of annual allocation funds is either directly tied to an agency's designated Study Area(s), or is allocated to specific departments within the County. Refer to Section 1.1.1.2 for more information about Study Areas.

#### **3.3.2.1 GENERAL INFORMATION**

##### **Plans to Use Annual Allocations**

Agencies who receive annual allocation funds have several options on how they can use their annual allocation:

##### *Spend Annually*

Agencies can choose to receive and spend their total or a portion of their annual allocation annually. An agency's annual allocation is determined by the Per Capita and Structural Improvements Formula of the agency's Study Area(s).

##### *Save for Predetermined Amount of Time*

Agencies can choose to not receive and spend their annual allocation annually, and instead, save and accumulate their annual allocations for a number of years. Agencies choosing to save their annual allocations must inform RPOSD of their plan for the funds, including the number of years they are planning on banking the funds and the probable use of the funds. Agencies can save their annual

allocations for a maximum of ten (10) years. Each agency will be required to provide a detailed report half-way through their identified saving period that will reflect the pre-project work completed or planned. If their allocations are not spent before the twelfth year, a RPOSD program manager will work with the agency to provide technical assistance or other support needed to successfully apply for the funds and complete projects.

## *Bond*

An agency's Study Area annual allocation of revenue from Measure A's Categories 1 and 2 funds could be used to secure bond financing. Agencies wishing to participate in the bond issuance can expect to receive between 14.2 and 15.9 times their annual allocation, depending on the specifics of the bonding amount and maturity date. For example, a city with an annual allocation of \$100,000 could expect to receive between \$1.42 million and \$1.59 million if they participated in the bond issuance. RPOSD would then be responsible for making annual payments on these funds until the bond reaches maturity (20 to 25 years, depending on the specifics of the bond).

Agencies should take the following into consideration in regards to bonding:

- **Identification of Projects.** Projects must be specified prior to the issuance of bonds. The bond counsel will certify that the projects being funded qualify for the interest paid on the bonds to be exempted from taxes.
- **Timely Completion of Projects.** Proposed projects must be ready to proceed with construction, and must be completed and all funds expended within three years of bond issuance.
- **Pay-as-you-go Projects.** Even for Study Areas that use their entire Category 1 and 2 revenue stream for bonding, additional revenue may be available for pay-as-you-go projects in subsequent years if the countywide total improvement square footage increases and, hence, the Measure A special tax revenue increases.

For additional information on bonding policies, refer to Chapter 2, Policies.

## *Sharing/Transferring Annual Allocations*

A Study Area may share its Category 1 and/or Category 2 funds with another Study Area, provided that:

- The "receiving" Study Area is located directly adjacent to the "sending" Study Area; or
- RPOSD finds, through the grantmaking process, that the intended use of the funds by the "receiving" Study Area will benefit the residents of the "sending" Study Area.

In such cases, the "sending" agency must present to RPOSD a certified copy of a resolution, duly adopted by the governing body, relinquishing the agency's right to all or a portion of the funds. The "receiving" agency may apply for and spend these funds only in accordance with the requirements identified in this chapter.

## **Application Process**

Applicants must submit a complete online application for all projects seeking Measure A funding. Supporting documents must be uploaded to the online system prior to final submission of the application.

Applicants should work closely with their designated Program Manager (RPOSD staff member) to clarify any issues, questions, or anticipated delays prior to submission of the online application. Applicants failing to submit a complete application by the application deadline may be required to wait until the next grant cycle to reapply. For more information about the requirements for applications, see Section 4.1. Sample applications with questions for each grant funding type can be found in the appendix.

### **3.3.2.2 CATEGORY 1**

### **3.3.2.3 DESCRIPTION**

Category 1 funding is available on an annual basis for eligible projects located in each Study Area, to all incorporated cities and unincorporated areas of the County located within the District.

To ensure that each community throughout the County will benefit from improvements consistent with those identified in the most current PNA, funds will be allocated to each Study Area based on the Per Capita and Structural Improvements Formula.

### **2018 Funding Amount**

\$33,204,270 (35% of Measure A funds)

### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 1.

- Community and local parks, including pocket parks, playgrounds, playground equipment, dog parks, and picnic areas, especially those that connect and restore underutilized spaces
- Community and senior recreational centers
- Park safety, graffiti removal, facility safety lighting, safe routes to schools, and other safety improvements
- Greenspace and greenway development
- Gardens
- Urban canopy development to reduce the heat island effect, especially in heavily urbanized, tree-poor areas of the County

### **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

#### *Project Eligibility*

- The project is located in the Study Area, or meets the requirements for shared funds.
- The project is a permanent capital project.
- The project is consistent with the most current PNA.

## *Project Feasibility*

### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

### Planning and Design

- Design documents of 30% or greater are complete;
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

## *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

### **3.3.2.4 CATEGORY 2**

#### **Description**

Category 2 funding is available on an annual basis for projects in High and Very High need Study Areas as identified in the most current PNA, based on the Per Capita and Structural Improvements Formula.

Projects should involve the acquisition of real property, and the construction and rehabilitation of parks and recreation facilities that provide safe places and facilities for after-school, weekend, and holiday programs for local children, youth and families, provide opportunities for healthy living in all neighborhoods, and improve the quantity and quality of green spaces in the county.

Multi-benefit projects should seek to leverage public and private funding from water conservation and supply, water and air quality improvements, flood risk management, climate pollution reduction or adaptation, carbon sequestration, heat-island reduction, habitat protection and biodiversity, public health, and environmental justice benefit programs.

#### **2018 Funding Amount**

\$12,333,014 (13% of Measure A funds)

#### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 2.

- Community and local parks, including pocket parks, playgrounds, playground equipment, dog parks, and picnic areas, especially those that connect and restore underutilized spaces
- Community and senior recreational centers
- Park safety, graffiti removal, facility safety lighting, safe routes to schools, and other safety improvements
- Greenspace and greenway development
- Gardens
- Urban canopy development to reduce the heat island effect, especially in heavily urbanized, tree-poor areas of the County

#### **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

##### *Project Eligibility*

- The project is located in the Study Area, or meets the requirements for shared funds.
- The project is a permanent capital project.
- The project is consistent with the most current PNA.

## *Project Feasibility*

### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

## *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

### **3.3.2.5 ALLOCATION TO COUNTY DEPARTMENT OF BEACHES AND HARBORS (CATEGORY 3)**

#### **Description**

Measure A provides that the County Department of Beaches and Harbors (DBH) shall receive up to 25 percent (25%) of the total Category 3 funds. The funds to DBH will be treated as an annual allocation. Category 3 grant projects should improve and protect open space, watersheds, and water resources through planning, acquisition, development, improvement, and restoration, of multi-benefit park projects that promote, improve, or protect clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, and open space, including improvements or restoration of areas that buffer our rivers, streams, and their tributaries along with the lakes and beaches throughout the County.

#### **Annual Funding Amount**

\$3,083,253 (25% of Category 3 funds)

#### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 3.

##### *Open Spaces*

- Parks
- Fire prevention
- Lawn/turf repair
- New or improved access points to mountain, foothill, river, stream, and wetland areas
- Restoration of natural habitat
- Scenic vistas
- Wildlife corridors and habitats

##### *Natural Lands*

- Habitat gardens
- Land stewardship
- Nature centers
- Preservation of natural lands
- Revegetation of drought tolerant plants
- Tree planting



### *Water Conservation*

- Drainage basins
- Irrigation projects
- Permeable walkways and play surfaces
- Rainwater harvesting
- Revegetation of banks and waterways
- Stormwater capture and other water recycling

### *Watershed Protection*

- Beach and coastal watershed clean up
- Community trash clean up
- Drinking water improvements
- Lake or reservoir clean up
- Riparian corridor improvements
- River and stream clean up
- River and stream parkway development

### *Beaches*

- Active recreation amenities
- New or improved fishing and boating facilities
- Pier/dock improvements
- Replacement of sand
- Restrooms/shower facilities
- Access roads, parking lots, and associated facilities
- Pathways and trails connecting transit stops to park and recreation facilities, open space, natural lands, or beaches
- Projects that utilize publicly owned rights-of-way and vacant spaces
- Safety improvements such as crosswalks and pedestrian signals that provide safer access (must be adjacent to facility)
- Trailhead improvements

## **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Project Eligibility*

- The project plans for, acquires, develops, improves, or restores a multi-benefit park project.
- The project promotes, improves, or protects clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, or open space.
- The project is a permanent capital project.

### *Project Feasibility*

#### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

#### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

#### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

#### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

#### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

#### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

## *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

### **3.3.2.6 ALLOCATION TO COUNTY DEPARTMENT OF PARKS AND RECREATION (CATEGORY 4)**

#### **Description**

Measure A provides that the County Department of Parks and Recreation (DPR) shall receive up to 25 percent (25%) of the total Category 4 funds. Category 4 grant projects should improve and protect regional recreational facilities, trails and accessibility projects. Greater priority will be given to trail and accessibility projects that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.

#### **2018 Funding Amount**

\$3,083,253 (25% of Category 4 funds)

#### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 4.

##### *Regional Recreational Facilities*

- Aquatic facilities
- Development of new regional park facilities
- Equestrian staging areas
- Improvements to existing regional park facilities
- Golf course facilities
- Multi-use sports facilities
- Gardens and arboreta facilities

##### *Multi-use Trails*

- Addition of amenities along trail corridor
- Development of new multi-use trails
- Trail maintenance
- Trailhead amenities and improvements

##### *Accessibility*

- ADA restroom upgrades
- ADA walkway/sidewalk improvements
- ADA-compliant amenities
- Bike storage facilities at parks, trails, recreation centers, and beaches
- Connections from Class I bike paths to recreation facilities
- General trail and walkway repairs or improvements

- Interactive wayfinding
- Parking facilities serving parks and recreational facilities
- Pathways and trails connecting transit stops to park and recreation facilities, open space, natural lands, or beaches
- Projects that utilize publicly owned rights-of-way and vacant spaces
- Safety improvements such as crosswalks and pedestrian signals that provide safer access (must be adjacent to facility)
- Trailhead improvements

## **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Project Eligibility*

- The project plans for, acquires, develops, improves, or restores a multi-benefit park project.
- The project promotes, improves, or protects clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, or open space.
- The project is a permanent capital project.

### *Project Feasibility*

#### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

#### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

#### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

### *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

## **3.3.3 COMPETITIVE GRANTS**

### **3.3.3.1 GENERAL INFORMATION**

#### **Letter of Intent**

Potential grantees have the option of submitting an informal letter of interest to RPOSD, indicating the agency or organization's intention to submit a grant application for a project, a description of the project, and the desired grant award size. RPOSD staff will review these letters and provide agencies written guidance and suggestions for crafting a strong application for the project. Note that the application process would be open to all, including organizations that chose to forego the optional informal letter of interest.

#### **Grant Application Meeting Requirement**

All applicants of competitive grants are required to attend a grant application meeting. A grant application meeting will be held for each grant program. The grant application meetings will be held at a centrally located venue in each of the five Supervisorial Districts or be available for virtual attendance online. Applicants can choose to attend the meeting in-person or via a webinar. At the grant application meeting, RPOSD staff will walk applicants through the goals of the grant program, application requirements, and respond to questions. Proof of attendance at a grant application meeting or webinar will be required at the time of application submittal.

#### **Award Process**

All grant applications will be reviewed by RPOSD staff for completeness and eligibility. All complete and eligible competitive grant applications will be evaluated by a grant review panel. The grant review panel will be composed of internal and external representatives experienced with the grant subject matter, including academics, subject area experts, and jurisdictions and/or districts that are not eligible for the

round of funding being evaluated. The grant review panel will be consistent within each grant cycle. However, the panel will likely change for different funding cycles to ensure the panel's expertise matches the subject of the grant cycle. The grant review panel will evaluate the grant applications against the established scoring criteria. Applications with the highest scores will receive funding. The number of grants awarded will be dependent upon the funding pool for the grant cycle and maximum grant amount.

### **3.3.3.2 GENERAL COMPETITIVE (CATEGORY 3)**

#### **Description**

Category 3 grant projects should improve and protect open space, watersheds, and water resources through planning, acquisition, development, improvement, and restoration, of multi-benefit park projects that promote, improve, or protect clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, and open space, including improvements or restoration of areas that buffer our rivers, streams, and their tributaries along with the lakes and beaches throughout the County. Priority will be given to projects offering the greatest regional benefit, or serving the greatest regional need.

#### **2018 Funding Amount**

\$7,399,808 (Category 3 - 13% of Measure A funds; General Competitive - 60% of Category 3 funds)

#### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 3.

##### *Open Spaces*

- Parks
- Fire prevention
- Lawn/turf repair
- New or improved access points to mountain, foothill, river, stream, and wetland areas
- Restoration of natural habitat
- Scenic vistas
- Wildlife corridors and habitats

##### *Natural Lands*

- Habitat gardens
- Land stewardship
- Nature centers
- Preservation of natural lands

- Revegetation of drought tolerant plants
- Tree planting

### *Water Conservation*

- Drainage basins
- Irrigation projects
- Permeable walkways and play surfaces
- Rainwater harvesting
- Revegetation of banks and waterways
- Stormwater capture and other water recycling

### *Watershed Protection*

- Beach and coastal watershed clean up
- Community trash clean up
- Drinking water improvements
- Lake or reservoir clean up
- Riparian corridor improvements
- River and stream clean up
- River and stream Parkway development

### *Beaches*

- Active recreation amenities
- New or improved fishing and boating facilities
- Pier/dock improvements
- Replacement of sand
- Restrooms/shower facilities
- Access facilities, roadways, parking lots, trailheads, etc.

## **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Project Eligibility*

- The project plans for, acquires, develops, improves, or restores a multi-benefit park project.
- The project promotes, improves, or protects clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, or open space.

- The project is a permanent capital project.
- The project's requested grant award size is a minimum of \$50,000 and maximum of \$3,700,000.

### *Project Feasibility*

#### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

#### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

#### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

#### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

#### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

#### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

### *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.



## Award Size

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000

Maximum: \$3,700,000

### Brackets

Small: \$50,000 - \$499,999

Medium: \$500,000 - \$999,999

Large: \$1,000,000 - \$1,999,999

Jumbo: \$2,000,000 - \$3,700,000

## Evaluation Criteria

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below. Note that acquisition-only projects will be scored only against other acquisition-only projects. Evaluation includes all criteria shown below excluding "Park Facility/Amenity Conditions" and "Creativity, Place-Making, & Design." Projects will be scored out of 90 points total.

EVALUATION CRITERIA	POINTS
<p><b>Level of Need</b>            Level of need is based on the current Countywide PNA determination. Projects located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.</p> <p>Only one of the following four subcriteria may apply to each project.</p>	25
<p><i>(A) Project is located in a High or Very High need Study Area.</i></p>	25
<p><i>(B) Project is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	6-15
<p><i>(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	10

<p><i>Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	1-4
<p><b>Regional Benefits</b></p> <p>Projects that provide new or improved facilities or amenities throughout the region will receive more points than projects that provide services only to local communities.</p> <p>Projects may meet one or more of the criteria below to be awarded, totaling up to 20 points maximum.</p>	<b>20 max.</b>
<p><i>Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a 25-mile radius.</i></p>	0-15
<p><i>Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a 15-mile radius.</i></p>	10-14
<p><i>Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a 10-mile radius.</i></p>	0-9
<p><i>Project involves the collaboration of at least three or more adjacent Study Areas or cities.</i></p>	5
<p><b>Multi-Benefit Projects</b></p> <p>Projects that maximize or enhance recreation opportunities and one or more of the following benefits related to sustainability: protection or enhancement of the natural environment, stormwater capture, water and air quality improvements, greenhouse gas (GHG) reductions, carbon sequestration, heat-island reductions; habitat protection and biodiversity, community health improvements, or any combination thereof.</p> <p>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</p>	<b>20 max.</b>
<p><b>Habitat Protection and Biodiversity</b></p> <p><i>Project includes features to preserve important habitat areas and biodiversity.</i></p>	0-5
<p><b>Healthy Ecosystem</b></p> <p><i>Project includes the use of native California flora and fauna and provides measures to protect against disease or infestation.</i></p>	0-3
<p><b>Water Quality Improvements</b></p> <p><i>Project includes features to improve water quality which go beyond those required by State and local codes.</i></p>	0-3
<p><b>Stormwater Capture and Attenuation</b></p> <p><i>Project includes features to capture stormwater and attenuate potential flood conditions which go beyond those required by State and local codes.</i></p>	0-3

<p><b>Water Conservation</b>  <i>Project includes features to reduce or minimize the use of water for irrigation, recreation, and domestic use which go beyond those required by State and local codes.</i></p>	0-3
<p><b>Public Safety</b>  <i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime.</i></p>	0-3
<p><b>Climate Resiliency</b>  <i>Project includes features to accommodate and adapt to climate change.</i></p>	0-3
<p><b>Greenhouse Gas (GHG) Reductions</b>  <i>Project includes features to reduce existing GHG emissions that go beyond those required by current regulations.</i></p>	0-2
<p><b>Air Quality Improvements</b>  <i>Project includes features to reduce existing criterion air pollutant emissions that go beyond those required by current regulations.</i></p>	0-2
<p><b>Active Recreation and Fitness</b>  <i>Project includes components to promote active recreation, health, and fitness.</i></p>	0-2
<p><b>Food Access</b>  <i>Project includes components to enhance access to healthy food.</i></p>	0-2
<p><b>Carbon Sequestration</b>  <i>Project includes features to sequester carbon that go beyond typical plantings found in park projects.</i></p>	0-1
<p><b>Heat-Island Reduction</b>  <i>Project includes features to reduce heat-island effects, in ways that go beyond typical plantings found in park projects.</i></p>	0-1
<p><b>Community Involvement</b>  Applicants who have conducted or plan to conduct meaningful outreach to community members and interested stakeholders will receive points based on the degree of and approaches to community engagement conducted prior to grant application and/or planned for the period after the grant is awarded that goes beyond the project eligibility requirement for community engagement.   Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</p>	20
<p><i>Project includes robust and innovative outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	15-20
<p><i>Project includes sufficient outreach and includes outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	6-14
<p><i>Project includes minimal and limited outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	0-5
<p><b>Park Facility/Amenity Conditions</b>  Projects that propose to fix or replace an amenity that has been identified to be in "poor" or "fair" condition, as defined by the PNA, will receive points based on the existing condition of the amenity and/or the percentage of the amenities that are in "poor" condition within the Study Area in which the project is located.</p>	5 max.

Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.	
<i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>poor</u> condition. More points will be given based on the scale, function, and importance of the amenity.</i>	0-5
<i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>fair</u> condition. More points will be given based on the scale, function, and importance of the amenity.</i>	0-2
<i>Project is located in a Study Area with at least 50% of its amenities in poor condition.</i>	5
<i>Project is located in a Study Area with between 40% and 49% of its amenities in poor condition.</i>	4
<i>Project is located in a Study Area with between 30% and 39% of its amenities in poor condition.</i>	3
<i>Project is located in a Study Area with between 20% and 29% of its amenities in poor condition.</i>	2
<i>Project is located in a Study Area with between 10% and 19% of its amenities in poor condition.</i>	1
<b>Leveraging of Funds</b> Measure A encourages projects that leverage public and private funding from several specific types of benefit programs. Please submit a budget indicating secured funding sources and amounts that will be leveraged for the project. Relevant funding sources specifically called out in Measure A are those that address the following: <ul style="list-style-type: none"> <li>● Water conservation and supply; water quality improvements; flood risk management;</li> <li>● Air quality improvements; climate pollution reduction or adaptation; carbon sequestration; heat-island reduction; habitat protection and biodiversity;</li> <li>● Public health; environmental justice; housing; and/or transportation access.</li> </ul>	5
<i>Project will receive at least 45% of the project's cost from the listed public and private funding sources.</i>	5
<i>Project will receive between 25% and 44% of the project's cost from the listed public and private funding sources.</i>	4
<i>Project will receive between 10% and 24% of the project's cost from the listed public and private funding sources.</i>	3
<b>Creativity, Place-Making, and Design</b> Projects will receive points for creativity, place-making, and high quality design.  Points will be awarded based on the evaluators' assessment of the level of creativity and quality of the design.	5

<i>Project includes a high level of creativity and quality of design and place-making.</i>	4-5
<i>Project includes a moderate level of creativity and quality of design and place-making.</i>	0-3
<b>Total Points</b>	<b>100</b>

### **3.3.3.3 GENERAL COMPETITIVE (CATEGORY 4)**

#### **Description**

Category 4 grant projects should improve and protect regional recreational facilities, trails and accessibility projects. Greater priority will be given to trail and accessibility projects that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.

#### **2018 Funding Amount**

\$6,166,507 (Category 4 - 13% of Measure A funds; General Competitive - 50% of Category 4 funds)

#### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 4.

##### *Regional Recreational Facilities*

- Aquatic facilities
- Development of new regional park facilities
- Equestrian staging areas
- Improvements to existing regional park facilities
- Golf course facilities
- Multi-use sports facilities

##### *Multi-use Trails*

- Addition of amenities along trail corridor
- Development of new multi-use trails
- Trail maintenance
- Trailhead amenities and improvements

##### *Accessibility*

- ADA restroom upgrades
- ADA walkway/sidewalk improvements
- ADA-compliant amenities
- Bike storage facilities at parks, trails, recreation centers, and beaches

- Connections from Class I bike paths to recreation facilities
- General trail and walkway repairs or improvements
- Interactive wayfinding
- Parking facilities serving parks and recreational facilities
- Pathways and trails connecting transit stops to park and recreation facilities, open space, natural lands, or beaches
- Projects that utilize publicly owned rights-of-way and vacant spaces
- Safety improvements such as crosswalks and pedestrian signals that provide safer access (must be adjacent to facility)
- Trailhead improvements

## **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Project Eligibility*

- The project acquires, develops, improves, and/or rehabilitates land for regional recreational facilities, multi-use trails, and/or accessibility.
- The project is a permanent capital project.
- The project's requested grant award size is a minimum of \$50,000 and maximum of \$3,100,000.

### *Project Feasibility*

#### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

#### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

#### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or

- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

### *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

## **Award Size**

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000

Maximum: \$3,100,000

### *Brackets*

Small: \$50,000 - \$499,999

Medium: \$500,000 - \$999,999

Large: \$1,000,000 - \$1,999,999

Jumbo: \$2,000,000 - \$3,100,000

## **Evaluation Criteria**

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below. Note that acquisition-only projects will be scored only against other acquisition-only projects. Evaluation includes all criteria shown below excluding "Park Facility/Amenity Conditions" and "Creativity, Place-Making, & Design." Projects will be scored out of 90 points total.

EVALUATION CRITERIA	POINTS
<p><b>Level of Need</b></p> <p>Level of need is based on the current Countywide PNA determination. Projects located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.</p> <p>Only one of the following four subcriteria may apply to each project.</p>	25
<p><i>(A) Project is located in a High or Very High need Study Area.</i></p>	25
<p><i>(B) Project is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	6-15
<p><i>(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	10
<p><i>Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	1-4
<p><b>Multi-Benefit Projects</b></p> <p>Projects that maximize or enhance recreation opportunities and one or more of the following benefits related to sustainability: protection or enhancement of the natural environment, stormwater capture, water and air quality improvements, greenhouse gas (GHG) reductions, carbon sequestration, heat-island reductions; habitat protection and biodiversity, community health improvements, or any combination thereof.</p> <p>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</p>	20 max.
<p><b>Habitat Protection and Biodiversity</b></p> <p><i>Project includes features to preserve important habitat areas and biodiversity.</i></p>	0-5
<p><b>Healthy Ecosystem</b></p> <p><i>Project includes the use of native California flora and fauna and provides measures to protect against disease or infestation.</i></p>	0-3
<p><b>Water Quality Improvements</b></p> <p><i>Project includes features to improve water quality which go beyond those required by State and local codes.</i></p>	0-3
<p><b>Stormwater Capture and Attenuation</b></p> <p><i>Project includes features to capture stormwater and attenuate potential flood conditions which go beyond those required by State</i></p>	0-3



<i>and local codes.</i>	
<b>Water Conservation</b> <i>Project includes features to reduce or minimize the use of water for irrigation, recreation, and domestic use which go beyond those required by State and local codes.</i>	0-3
<b>Public Safety</b> <i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime.</i>	0-3
<b>Climate Resiliency</b> <i>Project includes features to accommodate and adapt to climate change.</i>	0-3
<b>Greenhouse Gas (GHG) Reductions</b> <i>Project includes features to reduce existing GHG emissions that go beyond those required by current regulations.</i>	0-2
<b>Air Quality Improvements</b> <i>Project includes features to reduce existing criterion air pollutant emissions that go beyond those required by current regulations.</i>	0-2
<b>Active Recreation and Fitness</b> <i>Project includes components to promote active recreation, health, and fitness.</i>	0-2
<b>Food Access</b> <i>Project includes components to enhance access to healthy food.</i>	0-2
<b>Carbon Sequestration</b> <i>Project includes features to sequester carbon that go beyond typical plantings found in park projects.</i>	0-1
<b>Heat-Island Reduction</b> <i>Project includes features to reduce heat-island effects, in ways that go beyond typical plantings found in park projects.</i>	0-1
<b>Community Involvement</b> Applicants who have conducted or plan to conduct meaningful outreach to community members and interested stakeholders will receive points based on the degree of and approaches to community engagement conducted prior to grant application and/or planned for the period after the grant is awarded that goes beyond the project eligibility requirement for community engagement.  Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.	<b>20</b>
<i>Project includes robust and innovative outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i>	15-20
<i>Project includes sufficient outreach and includes outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i>	6-14
<i>Project includes minimal and limited outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i>	0-5

<p><b>Connectivity</b>  Projects that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.</p> <p>Between 0 and 15 points will be awarded based on the evaluators' assessment of how the project provides connectivity to other areas.</p>	<p>15</p>
<p><i>Project provides <u>new</u> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.</i></p>	<p>0-15</p>
<p><i>Project provides <u>improvements</u> to existing physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.</i></p>	<p>0-10</p>
<p><b>Accessibility</b>  Projects that provide accessibility for many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities, especially in urban areas.</p>	<p>15</p>
<p><i>Project provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.</i></p>	<p>0-15</p>
<p><i>Project meets the subcriterion above <u>and</u> this access is provided within an urban area.</i></p>	<p>5</p>
<p><b>Facility/Amenity Conditions</b>  Projects that propose to fix or replace an amenity that has been identified to be in "poor" or "fair" condition, as defined by the PNA, will receive points based on the existing condition of the amenity and/or the percentage of the amenities that are in "poor" condition within the Study Area in which the project is located.</p> <p>Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.</p>	<p>5</p>
<p><i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>poor</u> condition. More points will be given based on the scale, function, and importance of the amenity.</i></p>	<p>0-5</p>
<p><i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>fair</u> condition. More points will be awarded based on the scale, function, and importance of the amenity.</i></p>	<p>0-2</p>
<p><i>Project is located in a Study Area with at least 50% of its amenities in poor condition.</i></p>	<p>5</p>

<i>Project is located in a Study Area with between 40% and 49% of its amenities in poor condition.</i>	4
<i>Project is located in a Study Area with between 30% and 39% of its amenities in poor condition.</i>	3
<i>Project is located in a Study Area with between 20% and 29% of its amenities in poor condition.</i>	2
<i>Project is located in a Study Area with between 10% and 19% of its amenities in poor condition.</i>	1
<b>Total Points</b>	<b>100</b>

### **3.3.3.4 COUNTY CULTURAL FACILITIES (CATEGORY 4)**

#### **Description**

Of Category 4 funds, which are granted to projects that acquire, develop, improve and/or restore regional recreational facilities and multi-use trails, up to ten percent (10%), on an annual basis, shall be allocated to County cultural facilities.

#### **2018 Funding Amount**

\$1,233,301 available annually (Category 4 - 13% of Measure A funds, Cultural Facilities - 10% of Category 4 funds)

#### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for County Cultural Facilities grant funds under Category 4.

- Development of new facilities
- Expansion of existing facilities
- Improvement or refurbishment of permanently installed exhibits
- Projects that provide increased access to cultural facilities
- Repairs or improvements to existing facilities

#### **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Project Eligibility*

- The project improves, refurbishes, enhances an existing County-owned cultural facility; creates a new County-owned cultural facility; or the project is developed on County-owned land and the owner is an agency of which the County is a partner.
- The project acquires, develops, improves, and/or rehabilitates land for regional recreational facilities, multi-use trails, and/or accessibility.
- The project is a permanent capital project.
- The project's requested grant award size is a minimum of \$50,000 and maximum of \$1,200,000.

### *Project Feasibility*

#### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

#### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

#### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

#### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

#### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

## Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

## *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

## **Award Size**

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000

Maximum: \$1,200,000

### *Brackets*

Small: \$50,000 - \$249,999

Medium: \$250,000 - \$549,999

Large: \$550,000 - \$1,200,000

## **Evaluation Criteria**

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below.

<b>EVALUATION CRITERIA</b>	<b>POINTS</b>
<b>Level of Need</b> Level of need is based on the current Countywide PNA determination. Projects located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.  Only one of the following four subcriteria may apply to each project.	<b>25</b>
<i>(A) Project is located in a High or Very High need Study Area.</i>	<i>25</i>
<i>(B) Project is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i>  <i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i>	<i>6-15</i>

<p><i>(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	<p>10</p>
<p><i>Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	<p>1-4</p>
<p><b>Multi-Benefit Projects</b>  Projects that maximize or enhance recreation opportunities and one or more of the following benefits related to sustainability: protection or enhancement of the natural environment, stormwater capture, water and air quality improvements, greenhouse gas (GHG) reductions, carbon sequestration, heat-island reductions; habitat protection and biodiversity, community health improvements, or any combination thereof.</p> <p>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</p>	<p><b>20 max.</b></p>
<p><b>Habitat Protection and Biodiversity</b>  <i>Project includes features to preserve important habitat areas and biodiversity.</i></p>	<p>0-5</p>
<p><b>Water Quality Improvements</b>  <i>Project includes features to improve water quality which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b>Stormwater Capture and Attenuation</b>  <i>Project includes features to capture stormwater and attenuate potential flood conditions which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b>Water Conservation</b>  <i>Project includes features to reduce or minimize the use of water for irrigation, recreation, and domestic use which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b>Public Safety</b>  <i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime.</i></p>	<p>0-3</p>
<p><b>Climate Resiliency</b>  <i>Project includes features to accommodate and adapt to climate change.</i></p>	<p>0-3</p>
<p><b>Greenhouse Gas (GHG) Reductions</b>  <i>Project includes features to reduce existing GHG emissions that go beyond those required by current regulations.</i></p>	<p>0-2</p>
<p><b>Air Quality Improvements</b>  <i>Project includes features to reduce existing criterion air pollutant emissions that go beyond those required by current regulations.</i></p>	<p>0-2</p>

<p><b>Active Recreation and Fitness</b>  <i>Project includes components to promote active recreation, health, and fitness.</i></p>	0-2
<p><b>Food Access</b>  <i>Project includes components to enhance access to healthy food.</i></p>	0-2
<p><b>Carbon Sequestration</b>  <i>Project includes features to sequester carbon that go beyond typical plantings found in cultural facility projects.</i></p>	0-1
<p><b>Heat-Island Reduction</b>  <i>Project includes features to reduce heat-island effects, in ways that go beyond typical plantings found in cultural facility projects.</i></p>	0-1
<p><b>Community Involvement</b>  Applicants who have conducted or plan to conduct meaningful outreach to community members and interested stakeholders will receive points based on the degree of and approaches to community engagement conducted prior to grant application and/or planned for the period after the grant is awarded that goes beyond the project eligibility requirement for community engagement.   Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</p>	20
<p><i>Project includes robust and innovative outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	15-20
<p><i>Project includes sufficient outreach and includes outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	6-14
<p><i>Project includes minimal and limited outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	0-5
<p><b>Accessibility</b>  Projects that provide accessibility for many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities, especially in urban areas.</p>	20
<p><i>Project provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.</i></p>	0-20
<p><i>Project meets the subcriterion above <u>and</u> this access is provided within an urban area.</i></p>	5
<p><b>Creativity, Place-Making, and Design</b>  Projects will receive points for creativity, place-making, and high quality design.   Between will be awarded based on the evaluators' assessment of the level of creativity and quality of the design.</p>	15
<p><i>Project includes a high level of creativity and quality of design and place-making.</i></p>	6-15
<p><i>Project includes a moderate level of creativity and quality of design and place-making.</i></p>	0-5

Total Points	100
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### 3.3.3.5 RECREATION ACCESS (CATEGORIES 3 & 4)

#### Description

Measure A allows for up to 15 percent (15%) of Category 3 and Category 4 funds to be awarded to recreation access programs. These programs shall increase the ability of residents to access public lands, park facilities, and park amenities, including education, interpretive services, safety information, transportation, and other activities that increase the accessibility for County residents, especially those in High and Very High need Study Areas.

#### 2018 Funding Amount

\$3,699,904 available annually (Category 3 and Category 4 - 26% of Measure A funds; Recreation Access - 15% of Category 3 and Category 4 funds)

#### Program Types

Below is a non-exhaustive list of programs that may be eligible for Recreation Access grant funds under Category 3 and Category 4.

- Educational and interpretive programs that promote park use
- Resource interpretive programs and nature education
- Pop-up recreational or interpretive programs
- Programs that provide or fund transportation from areas of High and Very High need to beaches, regional parks, cultural facilities, recreational events, or natural parks

#### Program Requirements

Applicants must meet all of the following requirements in order to apply for a grant award:

##### *Program Eligibility*

- The program increases the ability for county citizens to access public lands, park facilities, park amenities, and recreational opportunities.
- The program meets the requirements of the Americans with Disabilities (ADA) Act of 1990.
- The program must provide an annual third-party program evaluation report.

##### *Program Feasibility*

The program must meet at least one of the following:

- The program has already been established.



- The program provider has a track record of running similar types of programs at other locations.
- The program provider has not run programs similar to the one proposed, but is either well-established in the service area or has established a partnership with an agency or community based organization (CBO) that is well-established in the service area.

## Award Size

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000

Maximum: \$1,850,000

### Brackets

Small: \$50,000 - \$499,999

Medium: \$500,000 - \$999,999

Large: \$1,000,000 - \$1,850,000

## Evaluation Criteria

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below.

EVALUATION CRITERIA	POINTS
<p><b>Level of Need</b> Level of need is based on the current Countywide PNA determination. Programs located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.</p> <p>Only one of the following four subcriteria may apply to each project.</p>	20
<p><i>(A) Program is located in a High or Very High need Study Area.</i></p>	20
<p><i>(B) Program is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	6-15
<p><i>(C) Program does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	10

<p><i>Program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	1-4
<p><b>Program Benefits</b>  Programs that improve accessibility, connectivity, and safety, and provide opportunities for education, interpretive services, and active recreation.</p> <p>Programs may receive full or partial credit in each subcriterion below, totaling up to a maximum of 30 points.</p>	30 max.
<p><b>Goals and Objectives</b>  <i>Organization has clearly stated its goals and objectives (e.g., service or recruit a certain number of participants), and has provided a detailed description on how these goals and objectives will be met and an evaluation program to show how the outcomes are met.</i></p>	0-5
<p><b>Accessibility</b>  <i>Program provides accessibility for many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities, especially in urban areas. More points will be awarded to programs that intentionally provide access to more types of users, and/or targets its services to urban areas.</i></p>	0-5
<p><b>Participant Recruitment</b>  <i>Agency or organization actively recruits and publicizes the program to a wide range of participants within the area served.</i></p>	0-5
<p><b>Connectivity</b>  <i>Program connects (or offers transportation from) river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.</i></p>	0-3
<p><b>Interpretive Programs and Education</b>  <i>Program includes an educational component that promotes park use, the environment, the outdoors, and/or recreation.</i></p>	0-3
<p><b>Public Safety</b>  <i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime.</i></p>	0-3
<p><b>Active Recreation and Fitness</b>  <i>Program includes components to promote active recreation (e.g., pedestrian and bicycle travel), health, and fitness.</i></p>	0-3
<p><b>Community Participation</b>  Programs must incorporate outreach to community members and interested stakeholders (participants) and will receive points based on the degree of and approach to community outreach conducted.</p> <p>Between 0 and 20 points will be awarded based on the evaluators' assessment of community participation.</p>	20
<p><i>Program incorporates robust and innovative outreach strategies that will engage the identified target audience.</i></p>	15-20
<p><i>Program incorporates sufficient outreach strategies that will engage the identified target audience.</i></p>	6-14
<p><i>Program incorporates minimal and limited outreach strategies that will engage the identified target audience.</i></p>	0-5

### 3.3.3.6 CATEGORY 5 YOUTH AND VETERAN JOB TRAINING AND PLACEMENT OPPORTUNITIES PROGRAM

#### Description

Category 5 grants provide funds for two types of programs:

- **Education and Skills Training Program.** Organizations, including certified conservation corps, are eligible for funds if they administer a program within the County that provides education, skills training, and career pathway development to young adults, aged 18 to 25, or veterans, to implement park projects.
- **Certification and Job Placement Program.** Organizations, including conservation corps, are eligible for funds if they administer a program within the County that provides certifications and placement services, or apprenticeship opportunities, for young adults, aged 18 to 25, or veterans, for jobs and careers in the Parks and Recreation field.

#### 2018 Funding Amount

##### *Education and Skills Training Program*

\$2,884,028 (80% of Category 5 funds)

##### *Certification and Job Placement Program*

\$721,007 (20% of Category 5 funds)

#### Program Types

Below is a non-exhaustive list of programs that may be eligible for grant funds under Category 5.

##### *Education and Skills Training Program*

- Apprenticeship programs
- Certification programs
- Educational seminars
- Formal coursework
- Internship/entry level job placement
- Job skills classes that focus on education and training needed to work in the Parks and Recreation field
- Trade schools that focus on skills needed to work in the Parks and Recreation Field
- Tuition grants/stipends

##### *Certification and Job Placement Program*

- Apprenticeship programs

- Arborist training and certification for tree planting and maintenance in parks
- Landscape architecture certification with emphasis on parks and recreation
- Sustainability/LEED accreditation with emphasis on parks and recreation facilities

## **Program Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Program Eligibility*

The program must meet at least one of the following:

- The applicant is an eligible organization within the County, including certified conservation corps, that provides education, skills training, and career pathway development to young adults, aged 18 to 25, or veterans, to implement park projects; and

The program's requested grant award size is a minimum of \$50,000 and maximum of \$1,400,000.

- The applicant is an eligible organization within the County that provides certifications and placement services, or apprenticeship opportunities for young adults, aged 18 to 25, or veterans, for jobs and careers in the Parks and Recreation field; and

The program's requested grant award size is a minimum of \$50,000 and maximum of \$350,000.

The program must also provide an annual third-party program evaluation report.

### *Program Feasibility*

The program must meet at least one of the following:

- The program has already been established.
- The program provider has a track record of running similar types of programs at other locations.
- The program provider has not run programs similar to the one proposed, but is either well-established in the service area or has established a partnership with an agency or community based organization (CBO) that is well-established in the service area.

## **Award Size**

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

### *Education and Skills Training Program*

Minimum: \$50,000

Maximum: \$1,400,000

## Brackets

Small: \$50,000 - \$249,999

Medium: \$250,000 - \$549,999

Large: \$550,000 - \$1,400,000

## *Certification and Job Placement Program*

Minimum: \$50,000

Maximum: \$350,000

## Brackets

Small: \$50,000 - \$99,999

Medium: \$100,000 - \$199,999

Large: \$200,000 - \$350,000

## **Evaluation Criteria**

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below.

<b>EVALUATION CRITERIA</b>	<b>POINTS</b>
<b>Level of Need</b> Organizations that provide services to, or recruit a majority of their participants from, the areas of High and Very High need, as identified in the current Countywide PNA.  Only one of the following three subcriteria may apply to each project.	<b>20</b>
<i>Organization provides services to, or recruits more than 75% of their participants from, a High or Very High need Study Area.</i>	<i>20</i>
<i>Organization provides services to, or recruits 50% to 75% of their participants from, a High or Very High need Study Area.</i>	<i>15</i>
<i>Organization provides services to, or recruits 25% to 49% of their participants from, a High or Very High need Study Area.</i>	<i>5</i>
<b>Program Benefits</b> Organization's provides program(s) related to (1) education, skills training, and career pathway development to implement park projects, and/or (2) certifications and placement services, or apprenticeship opportunities for jobs and careers in the Parks and Recreation field.  Programs may receive full or partial credit in each subcriterion below, totaling up to a maximum of 30 points. Please provide supporting documentation to demonstrate the aforementioned.	<b>30 max.</b>

<p><b>Program Quality</b>  <i>Program provided by the organization is of high quality, including having an efficient and effective organizational structure, being staffed by highly trained individuals, providing a wealth of useful resources, fostering invested mentorship relationships, etc.</i></p>	0-5
<p><b>Program Variety</b>  <i>Organization provides a variety of program types (e.g., education, skills training, career pathway development, job training, certification, apprenticeship, etc.) to its participants and serves a variety of participant types (e.g., youth, veterans, seniors, students, etc.).</i></p>	0-5
<p><b>Goals and Objectives</b>  <i>Organization has clearly stated its goals and objectives (e.g., service or recruit a certain number of participants), and has provided a detailed description on how these goals and objectives will be met and an evaluation program to show how the outcomes are met.</i></p>	0-5
<p><b>Participant Recruitment and Retention</b>  <i>Organization actively recruits and publicizes its programs to a wide range of participants, including in High and Very High need Study Areas, and has a successful track record of retaining participants.</i></p>	0-5
<p><b>Follow-up Services</b>  <i>Organization effectively and efficiently tracks the status and outcomes of past program participants.</i></p>	0-5
<p><b>History of Success and Outcomes</b>  <i>Organization has defined expectations of participants, developed evaluation tools, and has a history of success through their programs that help participants thrive in their future careers, earn a steady income, and be employed with jobs that promote parks and the environment.</i></p>	0-5
<p><b>Community Participation</b>  Organizations must incorporate outreach to community members and interested stakeholders as a part of their program to recruit participants and will receive points based on the degree of and approach to community engagement conducted.   Between 0 and 20 points will be awarded based on the evaluators' assessment of community participation.</p>	20
<p><i>Organization incorporates robust and innovative outreach strategies into its program(s) to engage the identified target audience.</i></p>	15-20
<p><i>Organization incorporates sufficient outreach strategies into its program(s) to engage the identified target audience.</i></p>	6-14
<p><i>Organization incorporates minimal and limited outreach strategies into its program(s) to engage the identified target audience.</i></p>	0-5
<p><b>Total Points</b></p>	70

### **3.3.4 MAINTENANCE & SERVICING FUNDS**

#### **Description**

M&S funds provide maintenance and servicing funds to offset increased maintenance costs resulting from RPOSD-funded projects. M&S funds shall be allocated annually to each recipient within the District, and shall be made only to those entities which certify that:

- Such funds shall be used only to maintain and service projects funded by the District, inclusive of grants issued pursuant to the 1992 and 1996 Propositions and Measure A, and
- Such funds shall not be used to fund existing levels of service, but rather only to supplement or enhance existing service levels.

M&S funds shall be used only to maintain and service, including resource protection activities for the capital outlay projects funded by RPOSD and are administered separately from RPOSD's grant program. M&S funds are held in trust by RPOSD until a request from an eligible entity is made.

#### **2018 Funding Amount**

\$14,230,401 (15% of Measure A funds)

M&S funds are annually allocated as follows:

- Fifty point eighty-five percent (50.85%) to cities
- Ten point fifty percent (10.50%) to the Department of Beaches and Harbors
- Thirteen point five percent (13.50%) to the Department of Parks and Recreation
- Three percent (3.00%) to the Department of Public Works
- One percent (1.0%) to the Baldwin Hills Regional Conservation Authority
- Point five percent (0.5%) to the Los Cerritos Wetlands Authority
- Eight percent (8.0%) to the Mountains Recreation and Conservation Authority
- Two percent (2.0%) to the Puente Hills Habitat Preservation Authority
- One percent (1.0%) to the Santa Clarita Watershed Recreation and Conservation Authority
- Five point fifteen percent (5.15%) to the Watershed Conservation Authority; and
- Four point five percent (4.5%) unallocated for eligible nonprofit organizations that own, operate, or both, parklands consistent with this resolution.

#### **3.3.4.2 EXPENDITURE ELIGIBILITY**

M&S funds may only be used by grantees to offset increased maintenance and servicing costs resulting from RPOSD-funded projects, including from Measure A and Proposition A. M&S funds allocated to the County Department of Beaches and Harbors (DBH) shall be used for projects that repair and replace

facilities impacted from high user activity and weatherization from being located near the ocean, such funds shall be used to supplement existing levels of service.

In most cases, an agency will not apply for M&S funds until the project that qualifies payment of these funds has been completed and the grant has been closed (see Section 4.3 for details about grant closeout).

However, if the project consists of development in several phases, acquisition and development, or acquisition of land from several land owners, some M&S funds may be claimed if eligible expenses are incurred prior to the entire project's completion.

"Maintenance" and "servicing" costs are as defined in the Landscaping and Lighting Act of 1972 (Section 22500 et seq. of the Streets and Highways Code) as follows:

### **Section 22531. Maintain or Maintenance**

"Maintain" or "maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement.
- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury.
- The removal of trimmings, rubbish, debris, and other solid waste.
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

### **Section 22538. Service or Servicing**

"Service" or "servicing" means the furnishing of:

- Electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements.
- Water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.
- Security services for the completed project.

### **3.3.4.3 APPLICATION PROCESS**

An eligible agency may apply for M&S funds upon approval of the following two items:

- Budget that shows the increased costs of maintaining the facility acquired, developed, improved, or refurbished with grant funds; and/or
- Request for unanticipated and/or extraordinary expenses.



#### **3.3.4.4 SHARING/TRANSFERRING OF FUNDS**

An agency may, with consent of its governing body, transfer its right to all or a portion of its M&S monies to another agency eligible to receive the funds, provided that:

- The “receiving” agency uses the “sending” agency’s M&S funds to operate a completed RPOSD-funded project(s) whose grant(s) are closed; or
- The RPOSD finds, through an administrative review process, that the intended use of the “receiving” agency’s M&S funds will benefit the residents of the “sending” agency.

In such cases, the “sending” agency must present to RPOSD a certified copy of a resolution, duly adopted by the governing body, relinquishing the agency's right to all or a portion of the funds for such time as the agency determines. The “receiving” agency may apply for and spend these funds only in accordance with the requirements identified in this chapter.

An agency that wishes to assign its M&S monies to an agency that does not receive M&S allocations should contact its Program Manager (RPOSD staff). The agency assigning the funds shall obtain pre-approval from RPOSD.

#### **3.3.5 PLANNING & DESIGN FUNDS (CATEGORIES 3 & 4)**

TBD

# Allocation Calendars

## FOR CITIES, LOS ANGELES COUNTY DPR, LOS ANGELES COUNTY DBH; AGENCIES WITH RPOSD-FUNDED PROJECTS ELIGIBLE FOR M&S

### For the following programs:

- Community-Based Park Investment Program
- Safe, Clean Neighborhood Parks, Healthy Communities, and Urban Greening Program
- Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program:  
*Department of Beaches and Harbors (DBH) allocation*
- Regional Recreation Facilities, Multi-use Trails and Accessibility Program:  
*Department of Parks and Recreation (DPR) allocation*
- Maintenance and Servicing (M&S)

## 2018 Annual Allocation Calendar

MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<b>Enrollment:</b> Opens May 1, 2018							
<b>Application:</b> Applications Available July 1, 2018							
<b>Grant Award Notification:</b> Within 6 to 8 weeks of submitting completed application							

Processing of documents received between December 1 and December 31 may be delayed due to staff capacity.

## Ongoing Annual Allocation Calendar

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<b>Enrollment</b> <i>Enrollment documents always accepted. Eligibility notification sent within 6 to 8 weeks of completing enrollment.</i>											
<b>Application</b> <i>Applications always accepted once eligibility is confirmed.</i>											
<b>Grant Award Notification:</b> <i>Within 6 to 8 weeks of submitting completed application.</i>											

**June/July Blackout Period:** Payment request documents are not processed between June 7 and July 7. Processing of payment documents received after June 7 will begin on July 8.

Processing of documents received between December 1 and December 31 may be delayed due to staff capacity.



**DRAFT - NOVEMBER 30, 2017**

# Competitive Grants Calendar

**OPEN TO ELIGIBLE GOVERNMENT AGENCIES, SPECIAL DISTRICTS,  
JOINT POWERS AUTHORITIES, NONPROFIT ORGANIZATIONS, AND SCHOOLS**

**For the following programs:**

- General Competitive Grants
- Cultural Facilities Grants
- Recreation Access Grants
- Youth and Veteran Grants

## COMPETITIVE GRANT PROGRAM CALENDAR

PROGRAM	FUND CATEGORY	FREQUENCY	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
General	Category 3 and 4	4 years	Q3 \$13,566,316				Q3 \$54,265,264				Q3 \$54,265,264				Q3 \$54,265,264
Recreation Access	Category 3 and 4	2 years	Q1 \$3,699,904		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808
Youth and Veteran	Category 5	3 years	Q2 \$3,605,035			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105
Cultural Facilities	Category 4	3 years			Q2 \$3,699,903			Q2 \$3,699,903			Q2 \$3,699,903			Q2 \$3,699,903	

Q = Calendar quarter when grant application is due  
\$ = Total estimated amount of funds available during grant period



**DRAFT - NOVEMBER 30, 2017**

**MAINTENANCE & SERVICING**

Formula-based allocations for maintenance and servicing of grant-funded projects.

**PROGRAM INNOVATION & OVERSIGHT**

Needs Assessment updates, innovative technologies, and operations of RPOSD.

**CATEGORY 5**

**Youth and Veteran Job Training and Placement Opportunities Program**  
Grants, to be awarded through a competitive process

**CATEGORY 1**

**Community-Based Park Investment Program**  
Formula-based allocations of funds for grants to each Study Area.

**CATEGORY 4**

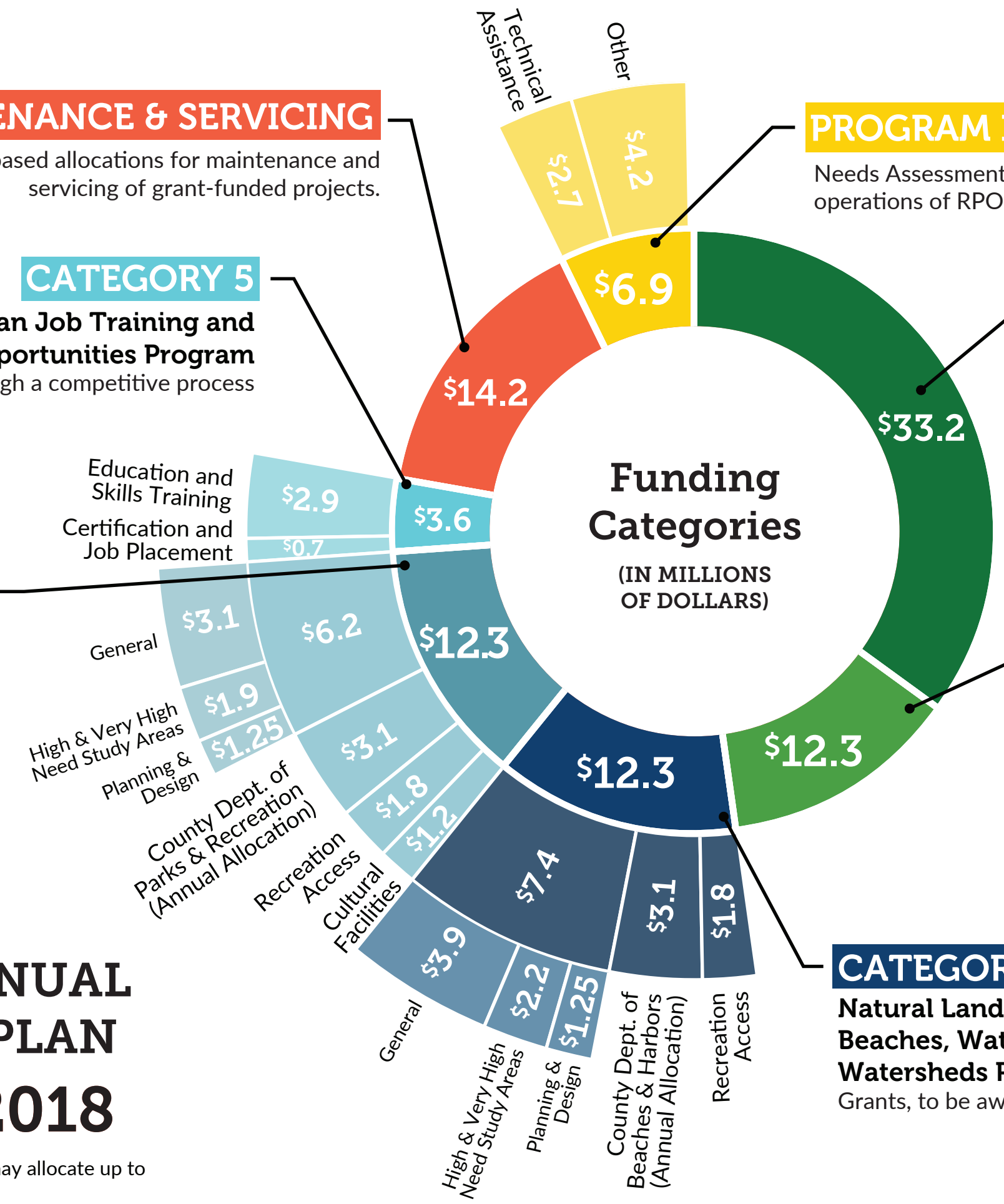
**Regional Recreational Facilities, Multi-use Trails and Accessibility Program**  
Grants, to be awarded through a competitive process.

**CATEGORY 2**

**Safe, Clean Neighborhood Parks, Healthy Communities, and Urban Greening Program**  
Formula-based allocations of funds for grants to High and Very-High Need Study Areas.

**CATEGORY 3**

**Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watersheds Protection Program**  
Grants, to be awarded through a competitive process.



**MEASURE A ANNUAL EXPENDITURE PLAN**  
**\$96.8M for 2018**

Note: The District's Board of Supervisors may allocate up to 2% of total funds for eligible projects.



# Engagement Approaches & Requirements

## Information Sharing

This approach allows agencies to update their communities on the status of a project or a plan without actively seeking community feedback.

This approach is most appropriate when agencies have previously engaged the community and seek to provide updates throughout the duration of the project.

Information sharing methods should be appropriate in accessibility and visibility to the particular community.

This approach may be required at various stages of the grant administration process.

## Concurrent Engagement

This approach allows agencies to discuss Measure A-funded projects and plans in conjunction with other community meetings.

This may include meetings scheduled around community plans, regularly scheduled council meetings, or other events that aim to engage the community and solicit feedback pertaining to spending priorities within a Study Area.

Concurrent engagement methods should be appropriate in scale and type to the particular community.

Depending on project cost, this approach may be required before or after submission of the grant application.

## Participatory Engagement

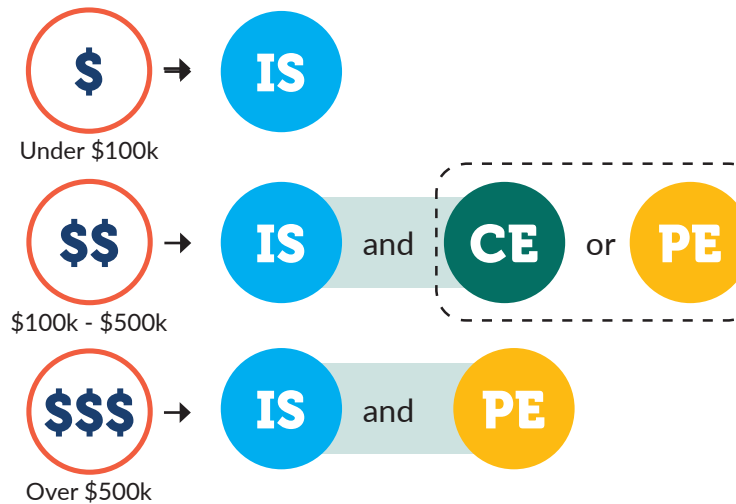
This approach includes meetings, workshops, and other events that solely discuss priority spending of Measure A funds. These events focus entirely on parks and recreation priorities and how Measure A funds should be directed to those priorities

Meetings must intentionally engage the community and solicit meaningful feedback. Participatory engagement methods should be appropriate in scale and type to the particular community.

Depending on project cost, this approach must be used either before and/or after submission of the grant application.

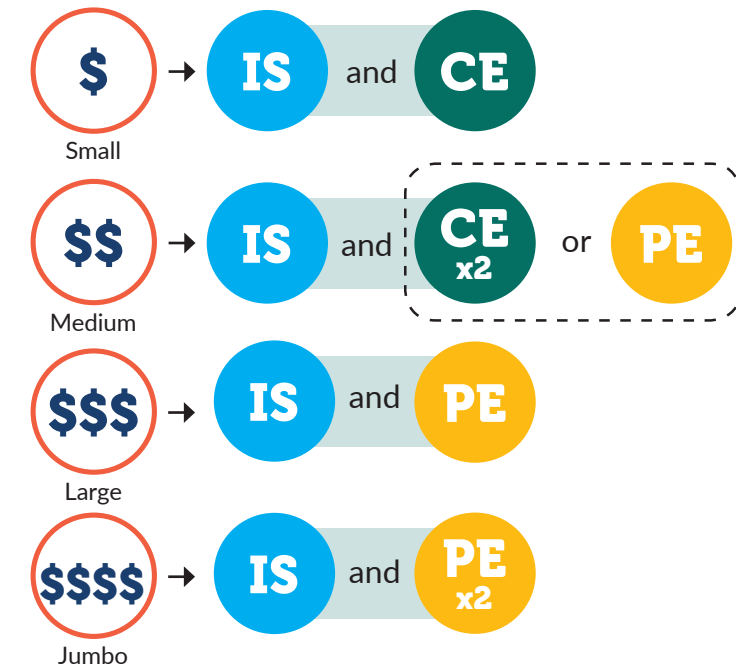
Find your grant type and award size to determine minimum community engagement requirements:

### Annual Allocations\*



\*Applies to all annual allocations, including Categories 1 and 2, as well as Category 3 Department of Beaches and Harbor (DBH) and Category 4 Department of Parks and Recreation (DPR).

### Competitive Grants\*\*



\*\* Does not apply to programmatic competitive grants such as Recreation Access (Category 3 and 4) and Category 5 Youth and Veteran grants.



Facebook Ad

- Social Media
- Newsletters



Pop-up Outreach

- Community Events
- City/Neighborhood Council Meetings



Community Workshop

- Workshops
- Town Hall Meetings

- IS Information Sharing Approach
- CE Concurrent Engagement Approach
- PE Participatory Engagement Approach
- x2 Engagement Approach to be Completed at Two Separate Times Before or After the Grant Award
- Total Grant Amount Withdrawn for the Year (for Annual Allocations and M&S Funds) OR Project's Requested Grant Award Size by Award Bracket (for Competitive Grants)

## Maintenance & Servicing (M&S) Funds



## 2. Policies

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### 2.1 OVERVIEW

In consultation with the Measure A Implementation Steering Committee, RPOSD has developed a set of policies to guide administration of Measure A funds.

### 2.2 GRANTMAKING POLICY

RPOSD recognizes the importance of lowering barriers to accessing and administering Measure A funds in order to meet the park need of all residents of Los Angeles County. Measure A already includes formula-based funding allocation models, particularly in Categories 1 and 2, with Category 2 focused on high and very high need communities. This will help to ensure that a portion of funds are utilized in the areas with the highest need. RPOSD has the following grantmaking policies in place for accessing and administering Measure A Funds:

- **Targeting Funds** – A portion of competitive grant funds will be designated for projects in High or Very High Need Study Areas, or serving residents of High or Very High Need Study Areas. The portion of funds to be targeted is initially set at 30%. This percent will be evaluated periodically and may increase or decrease in future years. At a minimum, the following grant programs will have targeted funds:
  - Category 3 – General Grants
  - Category 4 – General Grants

Additional competitive grant programs may include targeted funds in future years.

- **Project Types** – Every competitive grant program will fund project types that are in and/or serve High and Very High Need Study Areas. Descriptions of each competitive grant program will provide examples of project types that could occur in and/or serve High and Very High Need communities.
- **Evaluation Criteria** – All competitive grant programs will include a “Level of Park Need” evaluation criteria. This criterion will consider whether or not a project is in a High or Very High Need Study Area, if it serves a High or Very High Need Study Area, and if it is located in a High or Very High Need sub-area.
- **Long-Range Planning**– Measure A funding will be consistent with each Study Area’s long-range park planning documents, such as Parks Master Plan, community plan or other adopted planning document.
- **Community Engagement** – RPOSD will require appropriate community involvement and engagement for all projects funded by Measure A.

- **Monitoring and Correction** – RPOSD will consistently monitor, track, and if necessary, adjust the administration of both competitive funding and annual allocations, to ensure that the goals of Measure A are being met.
- **Technical Assistance** – RPOSD will provide technical assistance to potential applicants and grantees throughout the stages of the grant process to ensure that barriers to applying for, receiving, and administering funding are reduced.

## **2.3 BONDING POLICY**

TBD

## **2.4 BOARD OF SUPERVISORS ANNUAL DESIGNATED PARK PROJECT POLICY**

TBD

## **2.5 CONSUMER PRICE INDEX UPDATE POLICY**

TBD

## **2.6 VARIABLE ALLOCATIONS POLICY**

TBD

## **2.7 OVERSIGHT AND INNOVATION POLICY**

TBD

## **2.8 MEASUREMENT AND EVALUATION POLICY**

TBD

## **2.9 COUNTYWIDE PARKS NEEDS ASSESSMENT MAINTENANCE POLICY**

TBD

## **2.10 ADDITIONAL POLICIES**

TBD



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #6  
January 11, 2018 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Manal Aboelata	Belinda Faustinos	Amy Lethbridge
Greg Alaniz	Esther Feldman	Linda Lowry
Jean Armbruster	Hugo Garcia	Sandra McNeil
Mark Baucum	Karen Ginsberg	Sussy Nemer
Julie Beals	Mark Glasscock	Bonnie Nikolai
Jane Beesley	Lacey Johnson	Stefan Popescu
Alina Bokde	Bill Jones	Jeff Rubin
Scott Chan	John Johns	Keri Smith
Jay Duke	Kim Lamorie	Stephanie Stone
Hugo Enciso		

**Alternate Members in Attendance:** Andrea Gullo, Nicole Jones, Clement Lau, Cara Meyer, Teresa Villegas

***AGENDA ITEM: SUBAREA NEED CLASSIFICATION***

1. **Question:** How can we assure no bias in subareas over time?  
**Response:** Tracking is important to make sure funds aren't all going to subareas instead of study areas. Need ongoing documentation and quantifiable criteria to document how high need areas are being served.
2. **Comment:** Concern about keeping high need areas true to the measure and consistently funded so they can come up to par with other jurisdictions. Use a tiered approach initially and evaluate after 5 years if too much money is being given.
3. **Question:** How do subareas relate to the Parks Needs Assessment?  
**Response:** Some Study Areas considered those areas and pockets of need when prioritizing projects; the data were available at all meetings.
4. **Question:** Many South Bay cities have fewer than 5,000 people in High or Very High Need subareas. Would there be any way Study Areas under 5,000 could get points?  
**Response:** Yes, if they can show they serve adjacent high or very high need study areas.
5. **Comment:** Study Area need reflected demographic info but subareas may not and more data is needed to see. If we move definition of need to include more it, loses its meaning and dilutes help for High and Very High Need Study Areas.
6. **Comment:** High or very high subarea need in low/moderate still has more access and advantage than High or Very High Need Study Areas.  
**Responses Summary:**
  - a. We can check demographic information. Will maintain the precedent of the PNA.



- b. Recommendation 1 is supported, recommendation 2 needs more analysis or very specific detail to prove serving regional need, and recommendation 3 is supported.

**AGENDA ITEM: DRAFTING GRANT GUIDELINES**

**1. Comment Summary: Calendars, Bonding and Acquisition**

- a. Bonding will increase pot of funds earlier. Need to expedite the timeline so we can get money sooner before things get more expensive. State programs are annual and encourage competitiveness. Very little state money comes to LA County because there are no matching funds here. Measure A can provide those matching funds, but only if we bond and have the funds available when needed.

**Response Summary**

- a. We already talked about bonding and decided categories 1 and 2 would be bondable but not 3 and 4. This would be a different direction. In the big picture would go 20 years without money in categories 3 and 4.
- b. Need more analysis of this and acquisition problems.
- c. Not in favor of bonding, money is needed annually. There must be other money out there for acquisition.

**Comment:** How would bonding address need in High or Very High Need Study Areas?

**Response:** Do we want to bring back looking at bonding relative to high need and acquisition? Yes

**Comment:** Funds need to be leveraged before they are gone. We need to do research of relevant funding and put that on a calendar of deadlines to address whether Measure A's timeline coincides with other funding opportunities.

**Response Summary**

- a. Do we want bring back bonding of Category 3 and 4 as topic to a new meeting? Yes
- b. Yes, we need to reopen this due to timing and be as competitive as possible so we can pull state money into LA County.
- c. The rule of bonding annual allocations is staying but we are reopening the question of bonding against categories 3 and 4.
- d. To clarify, individual Study Areas won't be bonding on their own against their allocations – RPOSD will pool funds and float the bonds.

**Straw Vote**

- a. Do we want to reconsider bonding against category 3 and 4?
  - a. Want to reopen: 21
  - b. Don't want to reopen: 3
- b. We will reopen the discussion and add another meeting and see how the discussion and research impact our current meeting schedule.

**AGENDA ITEM: GRANT PROGRAMS**

**1. Comment Summary: Organizational Track Record**

- a. Careful about program providers needing a track record. Don't want to preclude innovation and the entry of new organizations.

**Response:** With limited money, we want money going to organizations that can successfully deliver projects.

- b. Include criteria in scoring that deals with competency. Partnering increases overhead. A new organization could have very experienced staff, but are precluded from applying by these feasibility requirements.

- c. Organizations should have some type of established relationship with the community and run similar programs.
  - d. Place-based experience for program grants is extremely important and should be scored.  
**Response:** Yes, clarifying language will be added that experience must be somewhere in Los Angeles County.
  - e. Youth and veteran programs need a threshold, and experience is key. Other programs would support these criteria tied more to evaluation criteria
  - f. If objective is to find regional approaches and partner at a regional level, we wouldn't qualify under these criteria. Too limiting and should be scored or require participation in TAP.
  - g. How does the word "service area" relate to High or Very High Need Study Areas? How are we asking an applicant to demonstrate these criteria? How will the reviewer evaluate the strength of the claim?  
**Response:** We are assuming it's a narrative and the reviewers will have some subjectivity. Service area is whatever area they intend to serve, which will not necessarily be a Study Area.
- Straw vote:** Should there be a minimum requirement to apply for competitive program funding? We will clarify regional and build language to require experience in SA (if we keep as is).
- i. Keep as is: 12
  - ii. Keep these for Cat. 5 but not Rec. Access: 11
  - iii. Get rid of them all together and only account for capacity in the scoring: 2
- Response:** We will take under consideration and give it more thought but lean toward only having minimum criteria for Category 5
- h. Mission-based requirement to enroll excludes affordable housing organizations to obtain funding and build parks. Expand to organizations that support the goals of Measure A.
  - i. Added language about community health and housing, and active transportation missing.
  - j. Add "develop" to "operate and maintain".

**AGENDA ITEM: SCORING**

**1. Comment Summary**

- a. Where can we put language about displacement because it's not currently there?
- b. How are we doing things in relevant languages and addressing cultural sensitivity?
- c. Where is innovation and creativity? These should be scored in all categories.
- d. In "Multibenefit," what is the logic for giving some criterion more points than others?  
**Response:** highest points are related to measure language but also feasibility and priorities/likeliness (most achievable)
- e. Accessibility – there should be a distinction between open space areas and urban areas. Open spaces can't support tons of uses, so accessibility doesn't apply in the same way.
- f. Regional benefit is valid, but the sub-criteria are way too oriented to urban projects, open space projects have different regional benefits not related to distance.
- g. Highest point values should reflect measure language and priorities and it currently doesn't.
- h. We don't have to limit scoring to 100 points. Multibenefit should drive scoring. Subcriteria for multibenefit should be consolidated. Group things together more effectively (all water, all air with climate change).
- i. Human health should be elevated through scoring and receive more points. Active recreation should be scored higher.
- j. Safe playgrounds, neighborhood parks, and gang reduction are also in the language and are not represented enough. We need to look closer and think forward about what truly reduces gang

activity. “Public safety” can be misinterpreted to mean more policing in high need areas, which we don’t want.

- k. “Level of need” metrics are too subjective when a narrative is used. Scoring to award points for partnerships. Conditions criteria exclude regional facilities that weren’t evaluated. Agencies are hesitant to disclose poor conditions. Creative placemaking and innovation should be scored and needs to be included in all categories
- l. Baseline is essential. Level of need is consistent with the measure
- m. Pre-work to educate committee on how parks influence social outcomes is needed before additional discussion.

**Response:** There are several big themes emerging here and we will schedule an additional meeting to further discuss the criteria. That means two additional meetings in the coming months. We will let you know the dates once these are scheduled.

**AGENDA ITEM: PUBLIC COMMENT**

**1. Ken Carson**

- a. The correlation between need and demographics is not an accident
- b. The high and very high need areas are low income and where people of color who have the greatest need for safe parks and parks nearer to their homes live,
- c. Also have health issues that require exercise and fitness, and parks address this
- d. The subarea classification in moderate and low need areas is a way to water down the needs assessment
- e. Applications that include plans to address health issues should receive a higher point value in the scoring criteria

**2. Shona Ganguly, The Nature Conservancy**

- a. 30% of competitive grants should be allocated for high and very high need areas
- b. Look at the measure and address habitat, multi-benefit, and regional issues while balancing with equity

**3. Lyndsey Nolan, LA County Bicycle Coalition**

- a. Committed to equity
- b. Parks are inequitable
- c. At least 30% of competitive grants should be allocated for high and very high need areas or clearly serve those areas
- d. Against designation of subareas within study areas
- e. Consider effects on displacement and fund affordable housing. Include anti-displacement policies.

**4. Anisha Hingorani, Advancement Project CA**

- a. Eliminate park inequality and reverse injustice
- b. Agrees that 30% of competitive grants be allocated for high and very high need areas
- c. Should direct technical assistance program to high and very high need areas
- d. Focus should be on study areas, not subareas
- e. Consider effects on displacement and if local hiring standards reduce displacement

**5. Natalie Zappella (on behalf of Sissy Trinh), South East Asian Community Alliance/LA ROSAH**

- a. Chinatown is very dense with overcrowded housing
- b. Equity should be included as a key metric
- c. Agrees that 30% of competitive grants be allocated for high and very high need areas
- d. Study areas, not subareas should be used to reverse injustice
- e. Set a precedent of 50% to high and very high need areas

- i. Look to Transformative Climate Communities as a precedent (100% to Disadvantaged Communities)
  - f. Green gentrification is an issue
- 6. Ramon Mendez, Enterprise Community Partners**
  - a. Well-designed houses should be affordable, and parks and housing need to be collaborative, not competitive
  - b. Prioritize areas where parks and housing are needed
  - c. More than 30% allocation of competitive grants is needed for high and very high need areas
  - d. Should encourage joint development
  - e. Acquire land for parks and housing, and have residents be stewards
  - f. Community based organizations should be included as eligible
  - g. Emphasis should be placed on monitoring
- 7. Assata Umoja, Hyde Park Organizational Partnership for Empowerment**
  - a. Level of need is critically important across all criteria as it relates to health, environment and accessibility
  - b. Development projects adversely affect areas, creating environmental hazards and poor social ecology
  - c. 52% of people are in high and very high need areas but are only getting 30% of the funds. More should be designated
  - d. Level of need should be considered in all categories
  - e. More parks are needed, but gentrification and accessibility are issues and getting to the parks is a challenge. Areas don't have space for new parks
  - f. Open space accessibility plan for people from high need areas. Need open space within high need areas
  - g. Need trees, shrubbery and flowers. Trees were cut down for Endeavor and other development
- 8. Ruth Bell, Jump Task Force, LA County Department of Public Health**
  - a. How were the top 10 projects chosen, how relevant are they now, and will this list change for funding?
  - b. Category 4 criteria don't match up with projects prioritized by community, who want active use
  - c. Health outcomes should be scored higher
  - d. Agreement for schools will not be in use prior to funding
  - e. Need to make sure everyone actually knows what the measure says
- 9. Pastor Michael Grissom, Love Mission Community Center**

The children should come first, not organizations or cities. We need to bond money. If we do so, these kids will have a better life. Red will be orange. If we take a small amount of money and spread it around, it won't be effective. Think about the future of every child that can't walk to a park and the dangers they face even if they can. Think about the children whose faces you can't see. Put aside personal needs and increase the standard of life.

- 10. Jim Stein, Lake Balboa Neighborhood Council**
  - a. Are straw votes firm or will they be discussed further? Concerned about what the revised version of the project and program requirements look like after the straw votes that were taken.
  - b. Lake Balboa has the second largest regional park, Sepulveda Basin. This creates a similar problem that the Santa Monica Mountains Conservancy was describing. We attract hundreds of thousands of people yet we only have one community park. Other needs such as community center, youth center, police facilities, infrastructure etc. are nonexistent or stretched very thin.
  - c. Do neighborhood councils meet requirements to participate? Neighborhood Councils, being the primary representative of the stakeholders, are unable to be nonprofits and can't therefore meet the requirements specified.

**11. Kahlid A. Al-Alim, Park Mesa Heights Community Council**

- a. Community councils should be eligible
- b. Community based organizations have disenfranchised our communities and often disrupt the community's vision
- c. New types of organizations should be considered
- d. To get results, money cannot be given to organizations with overhead
- e. We need pocket parks locally. They are vital and need to be able to compete although not usually multi-benefit
- f. Mobility and walkability to parks is important to support fitness and kids
- g. Staff is needed for maintenance and programming

**12. Lisa Craypo, The Rosalinde and Arthur Gilbert Foundation**

- a. Scoring criteria and policies should be based around ballot language and be revised to meet the needs of voters, i.e. safe and appealing places for families to recreate in their neighborhood

**13. Nirshila Chand, NHF**

- a. Much was discussed about youth voices. Please show a video on youth voices as many organizations such as NHF built program videos as part of future meetings.

**14. Naomi Iwasaki, Investing in Place**

- a. Investing in Place is a transportation policy and finance nonprofit working in Los Angeles County. We would like to see the methodology of the County Park Needs Assessment use Study Area rather than subarea classification as a basis for funding award. We believe this would lead to more direct benefits and access to quality open space for high-needs communities in the County.

**15. Chelina Odbert, KDI**

- a. Concerned that the definition and criteria used to determine need as discussed is not specific enough
- b. By allowing so many ways to meet the need criteria, it begins to dilute the focus on establishing new parks in the highest need neighborhoods and essentially allows most neighborhoods to find a way to collect those points by simply proving they will serve those with high needs. Played out to its worst-case scenario, it could lead to many new, high-need-serving parks located in low need neighborhoods which would seem to counter the goal of the Measure
- c. Scoring of Category 4, Criteria b is particularly problematic in this regard

*Meeting Adjourned.*



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation: Steering Committee Meeting #7**

**January 25, 2018  
9:30 AM – 12:00 PM**

**Kenneth Hahn Hall of Administration | Room 140 A&B  
500 West Temple Street, Los Angeles, CA 90012**

1. Revised Steering Committee Meeting Schedule
2. Community Engagement Requirements
3. Revised Technical Assistance Program
4. Policies, Part I
  - a. Initial Allocation of Variable Funds
  - b. Board of Supervisors Annual Designated Park Project Policy
  - c. Consumer Price Index (CPI) Update Policy
5. Public Comment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please telephone the Los Angeles County Regional Park and Open Space District at (626) 588-5060 FAX: (626) 458-1493 or send an email to [osdinfo@parks.lacounty.gov](mailto:osdinfo@parks.lacounty.gov).

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

**Next Steering Committee meeting is on Thursday, February 15, 2018 from 9:30am to noon  
Los Angeles River Center and Gardens, 570 W. Ave. 26, Los Angeles, CA 90065**



**MEASURE A**  
**IMPLEMENTATION**  
**STEERING COMMITTEE**  
**MEETING #7**  
**JANUARY 25, 2018**

msdinfo@parks.lacounty.gov | 626.588.5060 | RPOSD.LAcounty.gov

### TODAY'S AGENDA

1. Vote on Timing of Public Comment
2. Revised Steering Committee Meeting Topics and Calendar
3. Community Engagement Requirements
4. Revised Technical Assistance Program (TAP)
5. Policies, Part 1
  - Initial Allocations of Variable Funds
  - Board of Supervisors Annual Designated Park Projects Policy
  - Consumer Price Index (CPI) Update Policy

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**1. REVISED MEETING TOPICS AND CALENDAR**

1. REVISED MEETING TOPICS AND CALENDAR

### Upcoming Meetings

**Steering Committee Meeting #8**  
**February 15<sup>th</sup>, 9:30 am-12 noon**  
**Los Angeles River Center**  
 Bonding (Categories 1, 2, 3, and 4), Policies Part II (Category 2 Policies, "Innovation & Oversight" Category Policy, 4.5% Agency Allocation from M&S)

**Steering Committee Meeting #9**  
**March 1<sup>st</sup>, 9:30 am-12 noon**  
**Los Angeles River Center**  
 Discussion of Scoring Criteria Themes from January 11<sup>th</sup> Steering Committee Meeting

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1. REVISED MEETING TOPICS AND CALENDAR

## Upcoming Meetings

**Steering Committee Meeting #10**  
**March 15<sup>th</sup>, 9:30 am-12 noon**  
**Los Angeles River Center**  
 Project Status and Fund Distribution Tracking, Engagement

**Steering Committee Meeting #11**  
**April 5<sup>th</sup>, 9:30 am-12 noon**  
**Los Angeles River Center**  
 Competitive Grant Scoring Rubrics, Bonding and Forwarding Policy Memo, General Grantmaking Policy



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1. REVISED MEETING TOPICS AND CALENDAR

## Upcoming Meetings

**Steering Committee Meeting #12**  
**April 26<sup>th</sup>, 9:30 am-12 noon**  
**Los Angeles River Center**  
 Parks Needs Assessment Updates, Oversight Committee Formulation

**Steering Committee Meeting #13**  
**May 31<sup>st</sup>, 9:30 am-12 noon**  
**Los Angeles River Center**  
 Final Draft Grant Guidelines Procedures and Policies, Board Letter and Summation

**Potential Steering Committee Meeting #14**  
**June 28<sup>th</sup>, 9:30 am-12 noon**  
**Los Angeles River Center**



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- Types and Requirements
- Revisions from Previous Draft of Requirements
- Thoughtful and Appropriate Engagement Guidelines
- Timing of Engagement

## 2. COMMUNITY ENGAGEMENT REQUIREMENTS




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## 2. COMMUNITY ENGAGEMENT REQUIREMENTS

### Types and Requirements

Information Sharing	Concurrent Engagement	Participatory Engagement	Find your grant type and award size to determine minimum community engagement requirements:		
<p>This approach allows agencies to update their communities on the status of a project or a plan without actively seeking community feedback.</p> <p>This approach is most appropriate when agencies have previously engaged the community and wish to provide updates throughout the duration of the project.</p> <p>Information sharing methods should be transparent in accessibility and visible to the particular community.</p> <p>This approach may be required in certain stages of the grant administration process.</p>	<p>This approach allows agencies to discuss Measure A-related projects and plans in conjunction with other community meetings.</p> <p>This approach is most appropriate for community plans, projects, scheduled public hearings, or other events that aim to engage the community and solicit feedback pertaining to spending priorities within a fiscal year.</p> <p>Concurrent engagement methods should be appropriate in size and scope to the particular community.</p>	<p>This approach includes meetings, workshops, and other events that invite direct participation from community members. These events focus on parks and recreation policies and programs. Funds should be directed to these activities.</p> <p>Meetings must intentionally engage the community and solicit meaningful feedback. Participatory engagement methods should be appropriate in size and scope to the particular community.</p>	Annual Allocations*	Competitive Grants**	
<p>Information Sharing Approach</p> <p>Customer Engagement Approach</p> <p>Participatory Engagement Approach</p> <p>Engagement Approach to be Completed at Two Separate Dates</p> <p>Total Grant Annual Allocation for the Year for Annual Allocations and M&amp;S Funds On Project's Budgetary Control Period Size by Award Structure for Competitive Grants</p>	<p>Facebook Ad</p> <ul style="list-style-type: none"> <li>• Social Media</li> <li>• Newsletters</li> </ul>	<p>Pop-up Outreach</p> <ul style="list-style-type: none"> <li>• Community Events</li> <li>• City/Neighborhood Council Meetings</li> </ul>	<p>Community Events</p> <ul style="list-style-type: none"> <li>• Workshops</li> <li>• Focus-Group Meetings</li> </ul>	<p>Lower State</p> <p>State</p> <p>High State</p>	<p>Maintenance &amp; Servicing (M&amp;S) Funds</p> <p>All + IS</p>



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2. COMMUNITY ENGAGEMENT REQUIREMENTS

### Revisions from Previous Draft of Requirements

- **Adjusted thresholds** for competitive grants so that all projects competing against each other in an award bracket are held to the same standard of engagement
- Allowed **more flexibility** for when engagement is conducted by requiring a minimum number of occurrences without mandating that it occur before or after the application period
- Required Information Sharing **across the board**
- **Removed** requirement that **proposed project must be on the current PNA List** or consistent with an adopted planning document
- **Removed Resolution** as meaningful form of engagement



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2. COMMUNITY ENGAGEMENT REQUIREMENTS

### Thoughtful and Appropriate Engagement Guidelines

Information Sharing    Concurrent Engagement    Participatory Engagement

**Engagement must be thoughtful and appropriate to the Study Area's community or the area being served by the project, including the following:**

- Provide advanced notice of at least two weeks for concurrent and participatory engagement, through multiple platforms
- Schedule and locate meetings/events at a time/location appropriate for adequate community attendance.
- Reach out to community members living in High and Very High Need Study Areas and/or subareas as well as non-English speaking populations, if applicable.
- Provide interpretive services for languages other than English in written and/or spoken form, targeting languages that are commonly spoken in the community, if applicable.



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2. COMMUNITY ENGAGEMENT REQUIREMENTS

### Timing of Engagement

Information Sharing    Concurrent Engagement    Participatory Engagement

- Engagement that has **occurred within 36 months** is acceptable with verification.
- If engagement has not yet occurred, agencies must describe the **comprehensive community engagement plan** in their grant application and upon completion of engagement, verification must be provided to RPOSD.
- **Acceptable verification** for all levels of engagement may include photos, sign-in sheets, signed resolutions social media reports, and narrative descriptions of the type of outreach conducted.



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- Goals
- Agency Survey Results
- TAP Elements
- Program Element Eligibility
- Accessing Technical Assistance
- Program Schedule
- Expenditure Plan and Phasing
- Monitoring and Assessment

### 3. REVISED TECHNICAL ASSISTANCE PROGRAM

3. REVISED TAP

**Goals**

- Reduce barriers to applying for and administering Measure A funds by:
  - Ensuring awareness of TAP
  - Maximizing participation from High/Very High (H/VH) Need Study Areas by providing support throughout grant continuum
  - Creating and supporting beneficial relationships between agencies/organizations and professionals/mentors
  - Supporting organizational capacity-building to increase capacity to administer grant projects
  - Emphasizing efficient delivery of completed park projects to users




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3. REVISED TAP

**Agency Survey Results: Grant Experience**

- 45 cities responded
  - 38% of respondents represent H/VH Need Study Areas
- Of all respondents who applied for any type of grant in the last 3 years:
  - 62% were awarded the grant
  - For H/VH Need Study Areas, 55% were awarded the grant




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3. REVISED TAP

**Agency Survey Results: Grant Experience**

- Most respondents who have not applied for any grants cite *limited capacity to administer grants* as the reason
- Other challenges to grant application/administration:
  - Difficulty finding appropriate grants
  - Aligning project needs with grant timing
  - Writing the grant application
- Grant Writing, Grant Administration, and Project Management were ranked as top training topics




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3. REVISED TAP

**Agency Survey Results: Planning Documents**

- 64% of respondents, and 58% of H/VH Need Study Areas, have some type of park planning document.
- 19 respondents reported the age of their document:
 

Age of Document	Number of Agencies
0-5 years old	3
6-10 years old	4
11-15 years old	5
16-20 years old	4
More than 20 years old	3
- 42% of respondents, and 37% of H/VH Need Study Areas, have plans to update existing documents




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3. REVISED TAP

### Agency Survey Results: Community Engagement

- 44% of agencies engage the **general public** on an as-needed basis
  - 54% engage the general public at least once a year
- 48% of agencies engage **community partners/organizations** on an as-needed basis
  - 52% engage partners and organizations at least once a year
- No significant difference for H/VH Need Study Areas




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3. REVISED TAP

### Agency Survey Results: Community Engagement

- Agencies engage the **general public** at the following rates:
  - At least once a year: 54%
  - On an as-needed basis: 44%
- Agencies engage **community partners/organizations** at the following rates:
  - At least once a year: 52%
  - On an as-needed basis: 48%
- No significant difference in rates for H/VH Need Study Areas



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3. REVISED TAP

### Program Elements











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3. REVISED TAP

### Resource Toolkits

- Cover a range of topics related to the grant project continuum
  - Measure A Grant Application
  - Grant Writing
  - Community Engagement and Outreach
  - Grant Project Implementation
- Additional topics will be determined based on feedback
- Updated by RPOSD as needed

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3. REVISED TAP

### Technical Assistance Directory

- Online database would include both qualified professionals and mentors
- **Mentors** will be volunteers from agencies and organizations that have previously received Measure A/Prop A grant awards
- Mentors will receive training from RPOSD
- Will be responsible for helping applicants navigate the entire grant process




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3. REVISED TAP

### Technical Assistance Directory

- **Professionals** will be recruited by RPOSD through a Request for Professionals process in various service areas, including:
  - Planning/design
  - Outreach
  - Construction
  - Grant Writing
  - Cost Estimating
  - Graphic Design
  - Community Engagement
  - Translation/interpretation
- Enrollees directly connect with professionals and potentially hire them for services




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3. REVISED TAP

### Training and Education

- Training and education workshops held throughout the year
- Topics may include, and are not limited to:
  - Intro to Measure A/Grant Application process
  - Community Outreach and Engagement
  - Grant Writing
  - Grant Administration
  - Project Management
  - Park Planning 101
- Recordings of workshops will be available to the general public on RPOSD's website






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3. REVISED TAP

### Ongoing Technical Support from RPOSD

- Management of TAP
- Ongoing technical assistance throughout the grant project continuum, including:
  - One-on-one assistance with enrollment and grant applications
    - Phone calls and in-person meetings as needed
  - One-on-one assistance with grant-related questions or needs (before or after application)
  - Liaison between applicants and outside professionals and/or mentors

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3. REVISED TAP

### Professional Services

- Available to eligible agencies and organizations from professionals contracted with RPOSD
- Professional services include, but are not limited to:
  - Grant Writing
  - Community Outreach and Engagement
  - Construction Administration
- Selective process by RPOSD (80% of funding)
  - Enrollees who indicate need for professional services during enrollment
- Competitive process (20% of funding)
  - Evaluation of supplemental letters from non-selected, interested enrollees



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3. REVISED TAP

### Planning and Design Funds

- Provides recipients with the financial resources for completing work in planning and/or design, including hiring professional consultants to support the effort.
- Competitive program, open to all enrollees



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3. REVISED TAP

### Planning and Design Funds

Project requirements include:

**Project Eligibility**

- Maximum two year schedule.
- Applicant must not have an open planning/design grant with RPOSD.

**Project Feasibility**

- Land Access/Tenure
- Permitting and CEQA Compliance
- Adverse Site Conditions
- Project Cost and Funding
- Project Schedule



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3. REVISED TAP

### Planning and Design Funds

**Funding:**

**Annual Funding Amount**

- \$2,500,000

**Award Size**

- Minimum: \$20,000
- Maximum: \$250,000

**Award Brackets**

Projects will compete and be evaluated within the following brackets:

- Small: \$20,000 - \$99,999
- Medium: \$100,000 - \$174,999
- Large: \$175,000 - \$250,000



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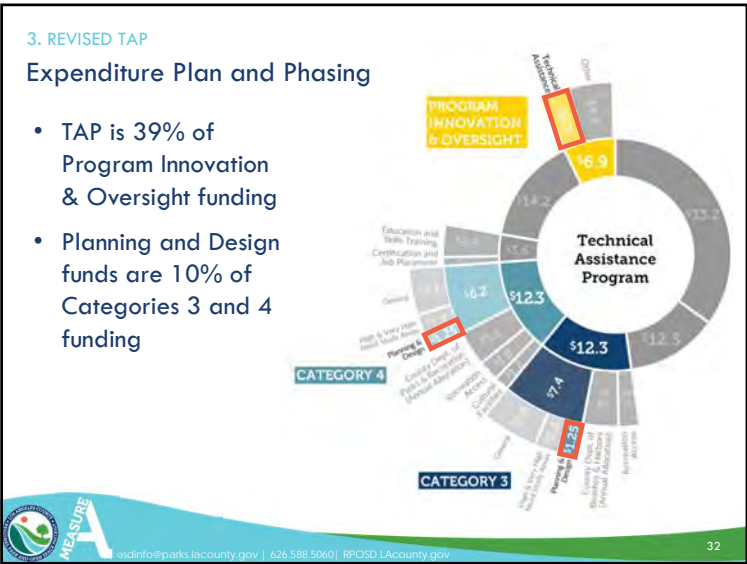
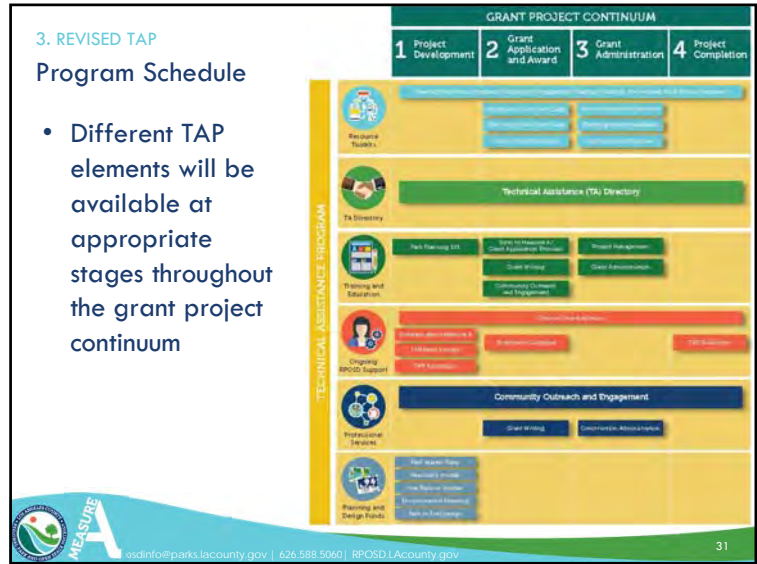
### 3. REVISED TAP

#### Program Element Eligibility

	Eligibility			
	Public	All Enrollees	Selective	Competitive
Resource Toolkits	✓			
Technical Assistance Directory		✓		
Training and Education		✓		
Ongoing Technical Support from RPOSD		✓		
Professional Services			✓	✓
Planning and Design Funds				✓

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- ### 3. REVISED TAP
- #### Accessing Technical Assistance
- During enrollment, agencies and organizations will be asked to report their need for technical assistance and indicate which TAP elements they are interested in
    - Technical Assistance Questionnaire will address:
      - Organizational capacity
      - Grant funding history
      - Previous planning and design efforts
- MEASURE A | wsdinfo@parks.lacounty.gov | 626.588.5060 | RPOSD.LAcounty.gov | 30



3. REVISED TAP  
Expenditure Plan and Phasing

- TAP implementation will be phased
  - Understanding of which TAP elements are most needed
  - Resource development (e.g., toolkits and trainings)
  - Develop administrative processes that ensure easy access to TAP

- Pilot Phase**
  - Years 1 and 2: FY18/19 and FY19/20
- Full Program Phase**
  - Years 3 to 10: FY20/21 to FY27/28
- Maturity Phase**
  - After Year 10: FY28/29 and beyond





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3. REVISED TAP  
Expenditure Plan and Phasing

**Pilot Phase (Years 1 to 2)**

- Majority of funds for training and education
- Focus on developing TAP resources
- No Planning and Design Funds in Year 1
  - \$5 million available for Planning and Design Funds in Year 2






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3. REVISED TAP  
Expenditure Plan and Phasing

**Full Program Phase (Years 3 to 10)**

- Majority of funding dedicated to TAP will be available during this phase
- All TAP elements would be available
- Monitoring to ensure elements are meeting need; adjustments as needed





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3. REVISED TAP  
Expenditure Plan and Phasing

**Maturity Phase (After Year 10)**

- Gradual tapering of TAP funds after Year 10
  - Agencies and organizations will have become better equipped and gain increased capacity/independence in the grant process
  - RPOSD will closely monitor and assess the outcomes of TAP to determine investment of TAP funds in the future




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3. REVISED TAP

Monitoring and Assessment

- RPOSD will closely monitor and measure outcomes of TAP against established metrics
- As needed, RPOSD will adjust TAP elements and/or resource distribution to improve outcomes
- After Year 10 of TAP, RPOSD will determine amount of funding needed for TAP based on the program's outcomes and progress from previous years



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- Initial Allocations of Variable Funds
- Board of Supervisors Annual Designated Projects Policy
- CPI Update Policy


4. POLICIES, PART I

4. POLICIES, PART I

Initial Allocations of Variable Funds

**Measure Language**

- Allocation of Measure A funds is subject to change on an annual basis
  - Up to 77.8% to grant programs
    - Category 3
      - Up to 25% to the County Dept. of Beaches and Harbors
      - Up to 15% to recreation access programs
    - Category 4
      - Up to 25% to the County Dept. of Parks and Recreation
      - Up to 15% to recreation access programs
      - Up to 10% to County cultural facilities
    - Category 5
      - Up to 20% to organizations that provide certifications and placement services or apprenticeship opportunities



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4. POLICIES, PART I

Initial Allocations of Variable Funds

**Measure Language**

- Allocation of Measure A funds is subject to change on an annual basis (cont.)
  - Up to 15% to Maintenance & Servicing (M&S)
  - Up to 7.2% to Innovation & Oversight
  - Up to 2% to Board of Supervisors Annual Designated Projects
- Beginning in 2026, the allocation for M&S may be increased up to 2% annually, with corresponding decreases for grant programs
  - M&S and grant program allocations can be adjusted until the two categories reach an equal allocation of 46.4% each



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4. POLICIES, PART I

Initial Allocations of Variable Funds

**Recommendations**

- In the first year of expenditures, rates are recommended by the Steering Committee
- In subsequent years, rates are recommended by the Citizens Oversight and Advisory Board for Measure A
- Changes to allocation rates shall be made with the overall goal of meeting Measure A's objectives and should consider:
  - Complete accounting of all allocations each year
  - Changes in level of park need throughout the County
  - Other results of periodic evaluation of Measure A

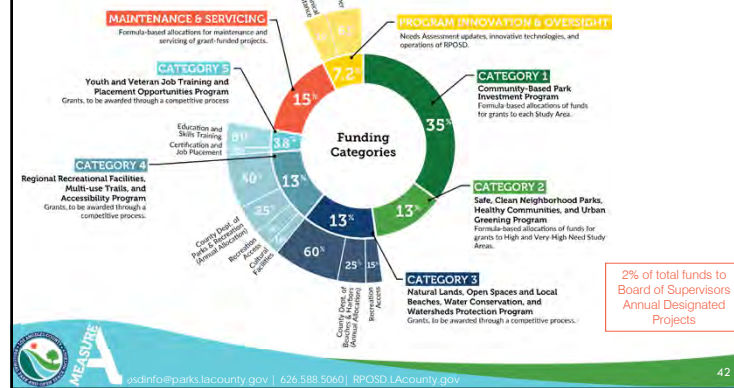


4. POLICIES, PART I

Initial Allocations of Variable Funds

**Allocation Recommendations for 2018**

All allocations shall be set at the maximum percentage allowable



4. POLICIES, PART I

Board of Supervisors Annual Designated Projects Policy

**Measure Language**

- To be used for eligible projects designated by Board of Supervisors
  - Eligible projects include the following, or any combination thereof, for any park or recreation project or improvement:
    - Pre-project assistance and feasibility
    - Planning
    - Acquisition
    - Construction
    - Development
    - Improvement
    - Restoration
    - Rehabilitation
- Percentage of revenue to be determined annually, and shall not exceed 2% of Measure A revenue



4. POLICIES, PART I

Board of Supervisors Annual Designated Projects Policy

**Recommendations**

- Allocation shall be set at 2%
- Each Supervisor's office shall receive 1/5<sup>th</sup> of the total amount of funds available annually
  - Supervisors may jointly fund eligible projects
  - Funds may be expended annually; or
  - Funds may accumulate for a maximum of 5 years
- Board could consider allocating a percentage of funds to:
  - Projects located in or directly serving High or Very High Need Study Areas
  - Projects that did not receive Measure A competitive Category 3, 4, or 5 grant funding in previous competitive grant cycles



4. POLICIES, PART I

CPI Update Policy

Measure Language

- Rate of tax shall be set by the Board for each fiscal year after 2017/2018
- Rate may not be set higher than the amount of 1.5 cents per square foot of development, as adjusted by any cumulative increases to the Western Urban Consumer Price Index (CPI) from July 1, 2017

4. POLICIES, PART I

CPI Update Policy

Recommendations

- Tax rate shall be automatically adjusted every 2 years, to the maximum rate allowed by any cumulative increases to the Western Urban CPI, beginning in fiscal year 2019/2020
- Board may choose, in any given year, to adjust the tax rate to a rate less than the maximum allowed
- Rate shall not be adjusted prior to the first disbursement of funds from Categories 1 and 2

Public Comment



Upcoming Meetings

**Steering Committee Meeting #8**

**February 15<sup>th</sup>, 9:30 am-12 noon**

**Los Angeles River Center**

Bonding (Categories 1, 2, 3, and 4), Policies Part II (Category 2 Policies, "Innovation & Oversight" Category Policy, 4.5% Agency Allocation from M&S)

**Steering Committee Meeting #9**

**March 1<sup>st</sup>, 9:30 am-12 noon**

**Los Angeles River Center**

Discussion of Scoring Criteria Themes from January 11<sup>th</sup> Steering Committee Meeting

## Upcoming Meetings

### Steering Committee Meeting #10

**March 15<sup>th</sup>, 9:30 am-12 noon**

**Los Angeles River Center**

Project Status and Fund Distribution Tracking, Engagement

### Steering Committee Meeting #11

**April 5<sup>th</sup>, 9:30 am-12 noon**


**Los Angeles River Center**

Competitive Grant Scoring Rubrics, Bonding and Forwarding Policy  
Memo, General Grantmaking Policy

Do not delete slides below – these are section dividers for longer presentations!



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- Insert text


4. BOARD OF SUPERVISORS DESIGNATED PARK PROJECTS POLICY

- Policy Guidelines



5. CPI UPDATE POLICY

- placeholder



3. PLACEHOLDER



3. The tax rate shall be automatically adjusted every two years, to the maximum rate allowed by the CPI Update Formula.
4. The Board of Supervisors may, in any given year, choose to adjust the tax rate to a rate less than the maximum. If the Board of Supervisors chooses to adjust the rate, the decision must be unanimously approved.
5. The tax rate shall not be adjusted prior to the first disbursement of funds from Category 1 and Category 2.

DRAFT

## **4. Technical Assistance**

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### **4.1 OVERVIEW**

Measure A's Technical Assistance Program (TAP) seeks to support a truly equitable grant application process by reducing barriers to applying for and administering grant funds. TAP will assist individual Study Areas, and by doing so, contribute to the success of Measure A in addressing park need across Los Angeles County.

TAP provides a strong suite of tools and strategies to help Measure A applicants to navigate all stages of the grant project continuum and build professional relationships with consultants, mentors, other professionals, and RPOSD staff. The grant project continuum includes project formulation to grant application and administration through successful project implementation and maintenance, and ultimately the potential to build organizational capacity of potential applicants throughout the County.

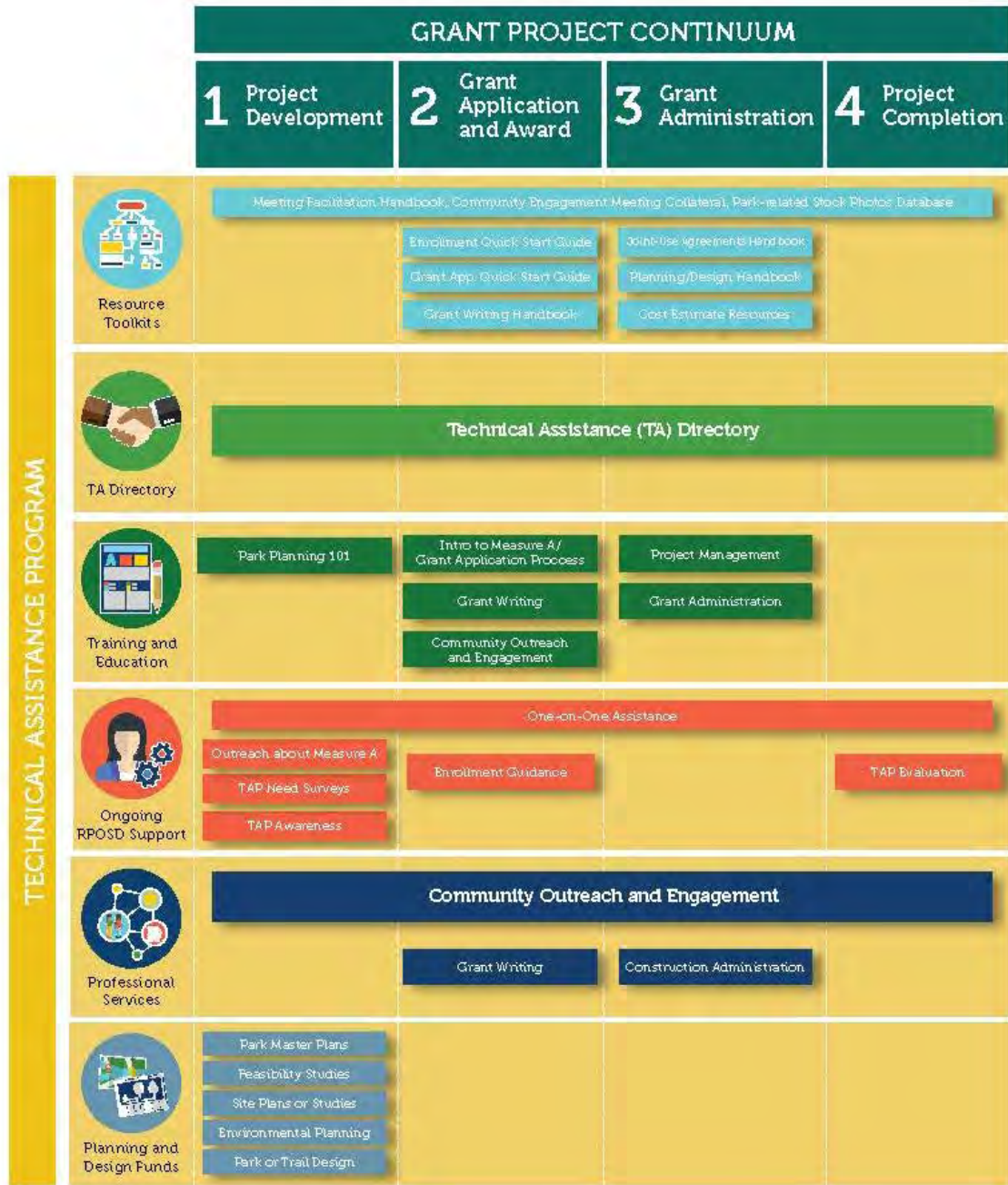
### **4.2 PROGRAM GOALS**

The following are the primary goals of TAP:

1. Ensure that all Study Areas throughout the County are both well-informed regarding available Measure A annual allocations and competitive grant opportunities, and well-aware that TAP is available as a resource and the steps required to receive these resources.
2. Maximize participation in Measure A from High and Very High Need Study Areas by providing support throughout the lifecycle of the grant to help with applying for funding, administering grants, and completing and maintaining projects.
3. Create and support relationships between agencies/organizations and professionals/mentors throughout the County.
4. Support organizational capacity-building among Measure A applicants to increase the capacity to administer grant projects.
5. Place emphasis on delivering completed projects to park users efficiently and effectively.

## 4.3 PROGRAM SCHEDULE

FIGURE 4-1. TAP SCHEDULE ALONG THE GRANT PROJECT CONTINUUM



As shown in Figure 4-1 above, different TAP elements will be available at appropriate stages throughout the grant project continuum. For example, Professional Services and Training and Education focused on grant writing will be available a couple months prior to the grant application due date. Resource Toolkits, the Technical Assistance Directory, and Ongoing Technical Assistance Support from RPOSD will be offered throughout the grant process.



## 4.4 PROGRAM EXPENDITURE PLAN AND PHASING

TAP funding makes up approximately 39 percent of Measure A's Program Innovation & Oversight funding, which is 7.2 percent of the overall Measure A annual expenditure plan (see Figure 4-2). Planning and Design funds, one of the elements part of TAP, will be funded using 17 percent and 20 percent of Category 3 and Category 4 funds, respectively. Since TAP is the first of its kind for RPOSD, ample time and preparation are required to facilitate an effective and efficient program. TAP will follow a phased schedule in its implementation (see Figures 4-3 and 4-4).

FIGURE 4-2. MEASURE A EXPENDITURE PLAN

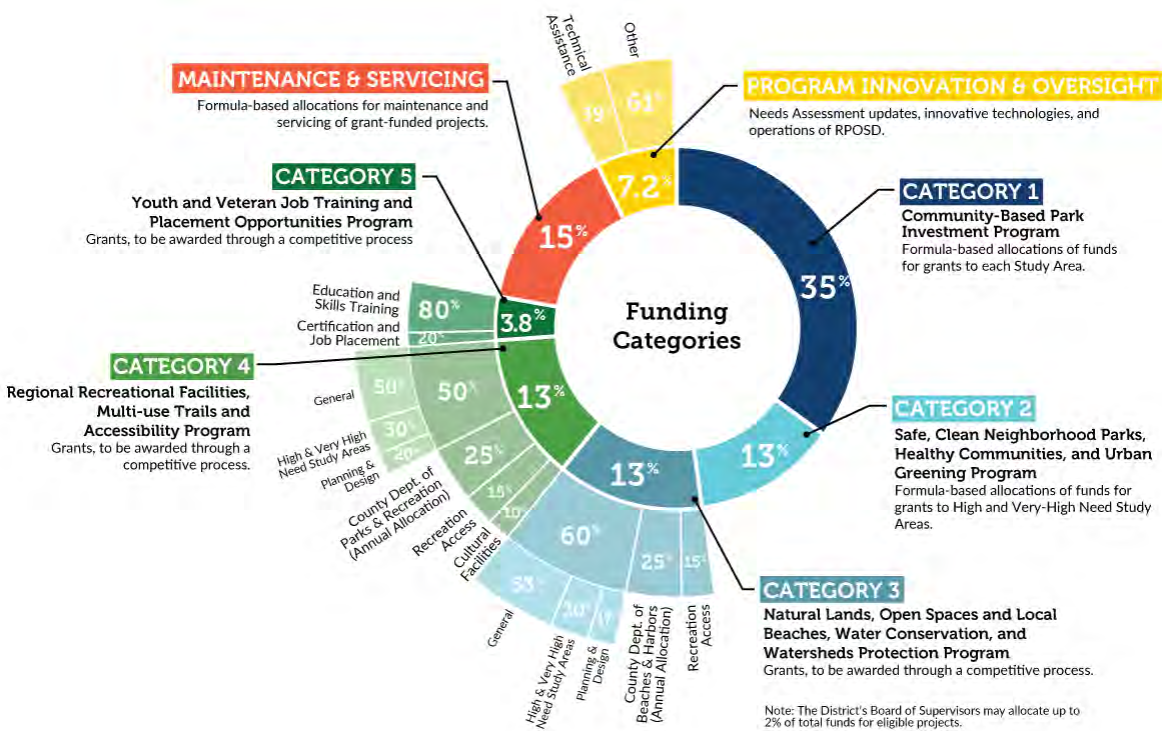


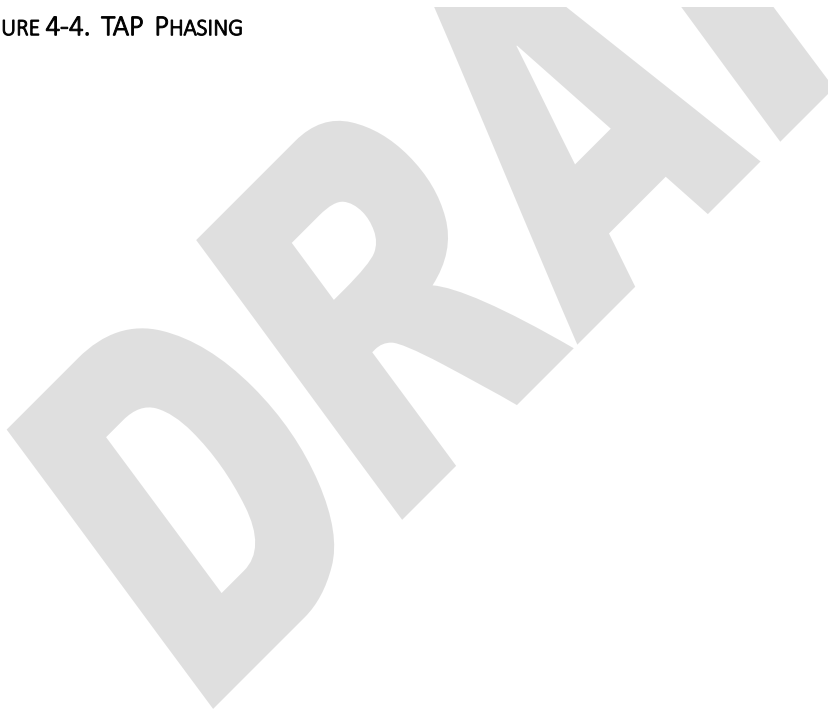
FIGURE 4-3. TAP FUNDING SCHEDULE

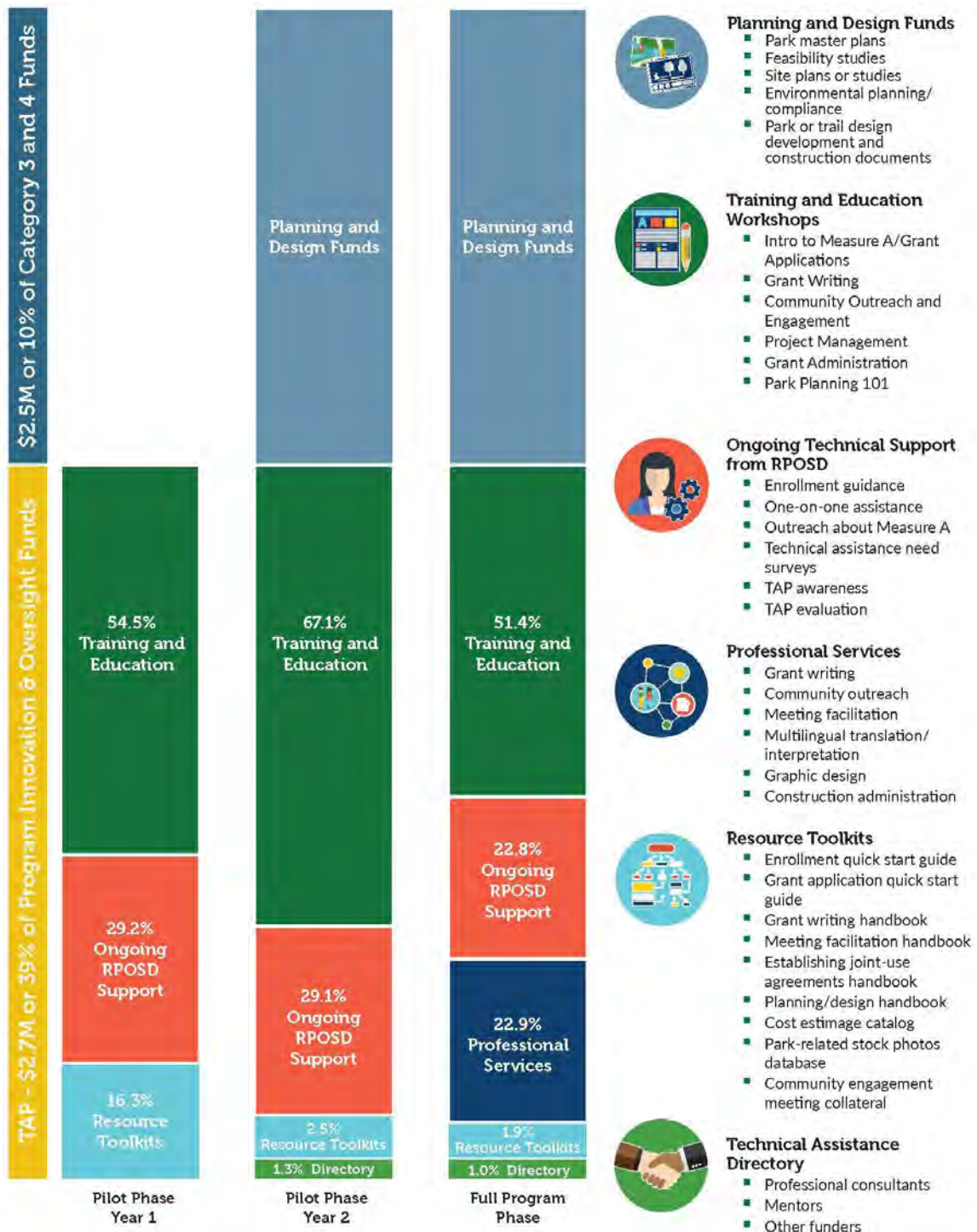
PROGRAM	FUND CATEGORY	FREQUENCY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	YEAR 11*	YEAR 12*	YEAR 13*	YEAR 14*
			2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Technical Assistance Program	Program & Innovation	1 year**	\$1,826,108	\$2,073,900	\$2,655,900	\$2,655,900	\$2,655,900	\$2,655,900	\$2,655,900	\$2,655,900	\$2,655,900	\$2,655,900	TBD	TBD	TBD	TBD
Planning and Design	Category 3 and 4	1 year		Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$3,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000
General	Category 3 and 4	4 years		Q3 \$13,566,316				Q3 \$54,265,264				Q3 \$54,265,264				Q3 \$54,265,264
Recreation Access	Category 3 and 4	2 years		Q1 \$3,699,904		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808
Youth and Veteran	Category 5	3 years		Q2 \$3,605,035			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105
Cultural Facilities	Category 4	3 years				Q2 \$3,699,903			Q2 \$3,699,903			Q2 \$3,699,903			Q2 \$3,699,903	

\* TAP funding after Year 10 is to be determined based on RPOSD's monitoring and assessment of the TAP. Funding is anticipated to be less per year compared to funding in previous years.  
 \*\* TAP funding is to be spent every year with Years 1 and 2 being a pilot phase, Years 3 to 10 being the full program phase, and Years 11 and onward (as needed) to be the maturity phase.

Q = Calendar quarter when grant application is due  
 \$ = Total estimated amount of funds available during grant period

FIGURE 4-4. TAP PHASING





#### 4.4.1 PILOT PHASE - YEAR 1 AND YEAR 2

The first two years of TAP (Years 1 and 2, or 2018 and 2019) will make up the pilot phase of the program, with more limited TAP elements and investment/funds available. The pilot phase will allow RPOSD to gain

an understanding of which TAP elements or services are most needed by County agencies and organizations, allow time for RPOSD to develop resources, such as toolkits, that are tailored to applicant needs, and develop administrative processes that ensure easy access to TAP by all applicants.

Year 1 of the program’s pilot phase will provide the basic resources related to preparing for the application of Measure A funds. The following TAP elements will be available during Year 1:

- Resource toolkits on RPOSD’s website- see Section 4.6.1 for more details
- Training and Education workshops on the following topics:
  - Introduction to Measure A /Grant Application Process
  - Community Outreach and Engagement

For Year 2 of the program’s pilot phase, RPOSD will provide the full range of Training and Education workshops (see Section 4.6.3 for a more exhaustive list), launch the Technical Assistance Directory, and initiate the Planning and Design funds program.

#### **4.4.2 FULL PROGRAM PHASE - YEAR 3 TO YEAR 10**

The majority of funding dedicated to TAP will be available during the full program phase (Years 3 to 10, or 2020 to 2027) of the Measure A grant program. Through dedicating the majority of the program’s resources and funds into this eight-year period, TAP’s goal is to help agencies and organizations gain the adequate knowledge, experience, and resources in technical assistance and increased independence in grant processes. It is assumed that during this time period, the full TAP detailed in this chapter will be available, including professional services, which will be unavailable during the program’s pilot phase.

#### **4.4.3 MATURITY PHASE - AFTER YEAR 10**

RPOSD assumes that after the program’s tenth year, or starting 2028, agencies and organizations will be better equipped in navigating the grant process and achieve independence from TAP to support their own technical assistance needs. As such, it is assumed that investment into TAP will gradually taper after each following year. See Section 4.7 on Monitoring and Assessment for more information about how the program will transition in funding and resources after Year 10.

### **4.5 ENROLLMENT**

Agencies and organizations that enroll with RPOSD via their website (or “enrollees”) will be asked to report their need for technical assistance and indicate which TAP elements they are interested in during the enrollment process. Applicants will be asked to complete a technical assistance questionnaire about their organizational capacity, grant funding history, and previous planning and design efforts. More information about the enrollment process can be found in Section 3.2 of Chapter 3, Funding Guidelines.

To receive professional services and/or be eligible to apply for Planning and Design funds, RPOSD will assess the applicant’s responses to the technical assistance questionnaire in the enrollment application and the applicant’s Study Area park need level. Applicants will then be notified of RPOSD’s eligibility determination.

## **4.6 PROGRAM ELEMENTS AND ELIGIBILITY**

TAP consists of six elements that support all stages of the grant project continuum: Resource Toolkits, Technical Assistance Directory, Training and Education, Ongoing Technical Support from RPOSD, Professional Services, and Planning and Design Funds. TAP elements have varying requirements for eligibility, with some elements available to the general public, some to all enrollees, and some to enrollees on a selective and/or competitive basis. Each element, along with anticipated funding amounts and eligibility requirements is described in the section below.

### **4.6.1 RESOURCE TOOLKITS**

#### **4.6.1.1 FUNDING AMOUNT**

Pilot Phase- Year 1: 16.3% of available TAP funding

Pilot Phase- Year 2: 2.5% of available TAP funding

Full Program Phase (annual): 1.9% of available TAP funding

Refer to Figure 4-2 Measure A Expenditure Plan and Figure 4-4 TAP Phasing for visual representations of the expenditure and phasing of funding.

#### **4.6.1.2 DESCRIPTION**

Resource toolkits cover a range of important topics related to the grant project continuum and applicants can use available resources for support during the grant process. This includes conducting community engagement, creating promotional materials for outreach, writing grant applications, preparing required documents such as project budgets, and navigating RPOSD's Measure A grant application and enrollment process. The types of available resource toolkits, which will be available on RPOSD's website, include but are not limited to the following:

- Community Engagement and Outreach
  - PowerPoint templates for community engagement meetings/workshops
  - Guidance handbook on meeting facilitation
  - Templates for outreach flyers, sign-in sheets, and other meeting collateral
  - Park-related stock photos
- Grant Writing
  - Grant writing handbook, including grant applications case studies from past award recipients
  - Cost estimate resources
- Grant Project Implementation
  - Planning/Design handbook
  - Establishing Joint-use Agreements

- Measure A Grant Application
  - Grant application quick start guide
  - Enrollment quick start guide
- Additional Toolkits – topics to be determined based on applicant feedback

### **4.6.1.3 ELIGIBILITY**

Resource toolkits will be available to the general public, and will be available on RPOSD’s website. Resource toolkits will be updated routinely as needed.

## **4.6.2 TECHNICAL ASSISTANCE DIRECTORY**

### **4.6.2.1 FUNDING AMOUNT**

Pilot Phase- Year 1: 0% of available TAP funding  
Pilot Phase- Year 2: 1.3% of available TAP funding  
Full Program Phase (annual): 1.0% of available TAP funding

Refer to Figure 4-2 Measure A Expenditure Plan and Figure 4-4 TAP Phasing for visual representations of the expenditure and phasing of funding.

### **4.6.2.2 DESCRIPTION**

A key component to providing technical assistance is awareness of, and access to, a network of qualified professionals and mentors. RPOSD’s Technical Assistance Directory will serve as an online database that contains information, including offered services, location, and contact information, of a range of professionals in planning, design, outreach, community engagement, cost estimating, construction, grant writing, translation/interpretation services, and graphic design. Professionals will be recruited by RPOSD through a Request for Professionals process, and the list of qualified consultants will be routinely updated. Applicants and grantees can utilize the Technical Assistance Directory to connect with the directory’s listed professionals and potentially hire them for their services.

Mentors, who are volunteer-based, will also be part of the Technical Assistance Directory and can provide informal guidance to applicants and grantees. Mentors consist of representatives from agencies and organizations that have previously won Measure A/Proposition A grant awards and are willing to mentor and help prospective grantees through the grant process. All mentors who are part of the Technical Assistance Directory will have completed mentorship training.

### **4.6.2.3 ELIGIBILITY**

The Technical Assistance Directory will be available to all enrollees and will be accessed via RPOSD’s website. The Technical Assistance Directory will be updated routinely as needed.

## **4.6.3 TRAINING AND EDUCATION**

### **4.6.3.1 FUNDING AMOUNT**

Pilot Phase- Year 1: 54.5% of available TAP funding  
Pilot Phase- Year 2: 67.1% of available TAP funding  
Full Program Phase (annual): 51.4% of available TAP funding

Refer to Figure 4-2 Measure A Expenditure Plan and Figure 4-4 TAP Phasing for visual representations of the expenditure and phasing of funding.

### **4.6.3.2 DESCRIPTION**

To better equip and educate applicants about the Measure A grant process, RPOSD will hold training and education workshops throughout the year on a range of applicable topics. Workshops will be led either by RPOSD or outside instructors/consultants. Workshop presentations will be recorded and posted to the RPOSD website. Workshop topics may include and are not limited to the following:

- Introduction to Measure A/Grant Application Process
- Community Outreach and Engagement
- Grant Writing
- Project Management
- Grant Administration
- Park Planning 101

### **4.6.3.3 ELIGIBILITY**

Training and Education workshops are available to all enrollees. Enrollees must register to attend each workshop. The number of workshops held on each topic will be determined by the number of registrations received. Recordings of workshops will be available to the general public on RPOSD's website.

## **4.6.4 ONGOING TECHNICAL SUPPORT FROM RPOSD**

### **4.6.4.1 FUNDING AMOUNT**

Pilot Phase- Year 1: 29.2% of available TAP funding  
Pilot Phase- Year 2: 29.1% of available TAP funding  
Full Program Phase (annual): 22.8% of available TAP funding

Refer to Figure 4-2 Measure A Expenditure Plan and Figure 4-4 TAP Phasing for visual representations of the expenditure and phasing of funding.

#### **4.6.4.2 DESCRIPTION**

RPOSD is the facilitator and manager of TAP. RPOSD will provide ongoing technical assistance support to prospective applicants, applicants, and grantees throughout the grant process, including during enrollment, the application period, grant administration, and project/program implementation. This includes providing feedback on grant applications, being a resource about grant-related questions or needs, and acting as the liaison between applicants and outside professionals and mentors.

#### **4.6.4.3 ELIGIBILITY**

Ongoing technical support from RPOSD will be available to all enrollees.

### **4.6.5 PROFESSIONAL SERVICES**

#### **4.6.5.1 FUNDING AMOUNT**

Pilot Phase- Year 1: 0% of available TAP funding

Pilot Phase- Year 2: 0% of available TAP funding

Full Program Phase (annual): 22.9% of available TAP funding

Refer to Figure 4-2 Measure A Expenditure Plan and Figure 4-4 TAP Phasing for visual representations of the expenditure and phasing of funding.

#### **4.6.5.2 DESCRIPTION**

Professional services in a variety of topics of expertise will be available to eligible agencies and organizations from professionals contracted with RPOSD. Professional services include, but are not limited to, the following:

- **Grant Writing.** Grant writing assistance is intended to help grant-seeking agencies and organizations successfully write competitive grant proposals. Professional services will provide either grant writing training seminars to organizations seeking to improve their grant writing skills or one-on-one grant writing services to organizations that have not yet written a successful grant proposal for RPOSD.
- **Community Outreach and Engagement.** Community outreach and engagement assistance will be available to agencies and organizations at various stages throughout the grant process. Professional services will be provided to agencies and organizations who do not have the capacity or other resources to organize and conduct their own outreach and engagement, including developing and distributing outreach materials; facilitating meetings; preparing meeting materials; and providing refreshments, child care, and/or multilingual translation or interpretive services.
- **Construction Administration.** Construction administration assistance is available to agencies and organizations during the construction phase of capital projects funded by Measure A grant programs. These types of professional services include project management in reviewing construction drawings and overseeing the administrative aspect of the construction process.



### **4.6.5.3 ELIGIBILITY**

Technical assistance from professional services is limited and thus not all agencies and organizations will receive these services. Eighty percent (80%) of funding for professional services will be distributed through a selective process to enrollees who report a need for professional services during enrollment. RPOSD will determine which applicants are eligible for professional services based on the enrollee's responses to the technical assistance questionnaire and their Study Area park need level, and match eligible applicants to specific consultants depending on the agency's or organization's type of need.

Any enrollees who reported a need for professional services but were not selected to receive professional services may submit a letter to RPOSD to explain their need for professional services in further detail. RPOSD will distribute the remaining twenty percent (20%) of funding for professional services through a competitive process by evaluating these enrollees' supplemental letters.

### **4.6.6 PLANNING AND DESIGN FUNDS**

Planning and Design funds are intended to provide recipients with the financial resources for hiring professional consultants to perform work in planning and/or designing a park, trails, open space, or other recreation project. There is \$2,500,000 available annually from Category 3 and Category 4 for Planning and Design funds. The Planning and Design funds program is competitive and available to all enrollees. The program includes the following evaluation criteria:

- Level of Need
- Proposed Community Involvement
- Existing Community Support
- Existing Planning and Design Challenges
- Timeliness and Urgency
- Multi-Benefit Projects

For detailed information about Planning and Design funds, including project requirements, award size, and evaluation criteria, refer to Section 3.5.5 in Chapter 3, Funding Guidelines.

## **4.7 MONITORING AND ASSESSMENT**

To ensure the success of TAP, RPOSD will closely monitor and measure, to the extent possible, the outcomes of agencies and organizations who receive any form of technical assistance through TAP against established metrics. The purpose of monitoring and measuring outcomes is to assess whether participation in TAP benefits agencies and organizations by enabling them to be more successful and better prepared to complete grant applications, win grant awards, engage the community, and implement projects.

After RPOSD's annual assessment of TAP and identification of any program shortcomings, RPOSD will develop a plan to improve TAP and adjust its elements and/or resource distribution accordingly to

improve outcomes. RPOSD's assessment and improvement plan will be available through a public annual report, which will contain RPOSD's assessment methodology and outcomes of the program evaluation. After Year 10 of TAP, RPOSD will determine the amount of funding needed for TAP based on the program's outcomes and progress from previous years. The objective of TAP is to initially provide agencies and organizations with a robust program that offers a variety of resources during the full program phase; as the program matures, funding for TAP should gradually decrease and then level out, assuming that agencies and organizations will become better prepared and gain increased capacity in the grant process.

[Note: This subsection will be expanded when overall Measure A monitoring and assessment guidelines are further developed]

DRAFT

Draft Technical Assistance Program (TAP) - Element Details

Technical Assistance Program Elements	Available to:	Who	Timing	Unit	Hours	Pilot Phase			Full Program Phase			Description	Assumptions			
						Year 1: 2018			Year 2: 2019					Years 3 to 10: 2020 - 2027 (Annual)		
						Quantity	Total Hours	Estimated Cost	Quantity	Total Hours	Estimated Cost			Quantity	Total Hours	Estimated Cost
<b>Resource Toolkits</b>						1,984	\$297,600	16.30%	340	\$51,000	2.46%	340	\$51,000	1.92%		
Enrollment Quick Start Guide	All	RPOSD staff/paid consultants	1-2 months prior to enrollment going live	One time	120	1	120	\$18,000	-	-	-	-	-	-	Step-by-step instructions for enrolling with RPOSD and description of next steps	
Grant Application Quick Start Guide	All	RPOSD staff/paid consultants	1-2 months prior to enrollment going live	One time	120	1	120	\$18,000	-	-	-	-	-	-	Step-by-step instructions for starting a grant application with RPOSD	
Grant writing handbook	All	RPOSD staff/paid consultants	2018	One time	160	1	160	\$24,000	-	-	-	-	-	-	Best practices and tips on writing successful grant applications and case studies of previously awarded grant applications	
Grant writing handbook updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	1	40	\$6,000	1	40	\$6,000	As-needed updates to keep information relevant	
Community meeting facilitation guidance handbook	All	RPOSD staff/paid consultants	2018	One time	160	1	160	\$24,000	-	-	-	-	-	-	Tips on facilitating community meetings, including goals, guidelines for good and balanced discussion, and recommended protocol	
Community meeting facilitation guidance handbook updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	1	40	\$6,000	1	40	\$6,000	As-needed updates to keep information relevant	
PowerPoint templates for community engagement meetings/workshops	All	RPOSD staff/paid consultants	2018	One time	24	1	24	\$3,600	-	-	-	-	-	-	Pre-designed PowerPoint presentation templates for community meetings and workshops	
Templates for outreach flyers, sign-in sheets, and other meeting collateral	All	RPOSD staff/paid consultants	2018	One time	100	1	100	\$15,000	-	-	-	-	-	-	Pre-designed templates for outreach collateral	
Park-related stock photos database	All	RPOSD staff/paid consultants	2018	One time	120	1	120	\$18,000	-	-	-	-	-	-	Collection of photos available for use for presentations, outreach materials, etc.	
Park-related stock photos update	All	RPOSD staff/paid consultants	2018	Annual	20	1	20	\$3,000	1	20	\$3,000	1	20	\$3,000	As-needed updates to keep photos relevant	
Planning/Design handbook development	All	RPOSD staff/paid consultants	2018	One time	160	1	160	\$24,000	-	-	-	-	-	-	Resources, checklists, standards, and best practices relevant to park and open space planning	
Planning/Design handbook updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	1	40	\$6,000	1	40	\$6,000	As-needed updates to keep information relevant	
Establishing Joint-use Agreements handbook development	All	RPOSD staff/paid consultants	2018	One time	80	1	80	\$12,000	-	-	-	-	-	-	Guide on how to establish a joint-use agreement in Los Angeles County	
Establishing Joint-use Agreements handbook updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	1	40	\$6,000	1	40	\$6,000	As-needed updates to keep information relevant	
Cost Estimate handbook and resources	All	RPOSD staff/paid consultants	2018	One time	120	1	120	\$18,000	-	-	-	-	-	-	General guide on developing cost estimates, access to cost resources (books, online, etc.) needed to complete cost estimate	Assumes RPOSD will not maintain cost estimate catalog but will provide cost numbers from an outside source that will need to be updated at least annually
Cost estimate catalog updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	1	40	\$6,000	1	40	\$6,000	As-needed updates to keep information relevant	
TBD resource toolkit	All	RPOSD staff/paid consultants	2018	One time	160	1	160	\$24,000	-	-	-	-	-	-	Resource toolkit on a TBD topic	
TBD resource toolkit updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	1	40	\$6,000	1	40	\$6,000	As-needed updates to keep information relevant	
TBD resource toolkit	All	RPOSD staff/paid consultants	2018	One time	160	1	160	\$24,000	-	-	-	-	-	-	Resource toolkit on a TBD topic	
TBD resource toolkit updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40	\$6,000	1	40	\$6,000	1	40	\$6,000	As-needed updates to keep information relevant	
<b>Professional Services</b>						0	\$0	0.00%	0	\$0	0.00%	4,060	\$609,000	22.93%		
Grant writing assistance	Eligible enrollees (selective/competitive)	Paid consultants	Application period	Grant Application	100	-	-	-	-	-	-	10	1,000	\$150,000	Grant writer to work one-on-one with applicant to complete application; or to provide intensive grant writing workshop to agency that results in completed application	Assumes avg. of 10 applicants receive assistance per General Grants Cycle, 10 for Recreation Access/Job Training/Cultural, avg. of 100 hrs of assistance per applicant
Community outreach services	Eligible enrollees (selective/competitive)	Paid consultants	Ongoing	Meeting	40	-	-	-	-	-	-	10	400	\$60,000	Outreach to the community on behalf of the agency/organization to draw them to engagement meetings	Assumes 10 agencies per year
Facilitation services	Eligible enrollees (selective/competitive)	Paid consultants	Ongoing	Meeting	20	-	-	-	-	-	-	10	200	\$30,000	Meeting facilitation on behalf agency/city	Assumes 10 meetings per year
Multilingual translation/interpretive services	Eligible enrollees (selective/competitive)	Paid consultants	Ongoing	Meeting	6	-	-	-	-	-	-	10	60	\$9,000	Translation of outreach materials and/or multilingual interpretation at community meetings	Assumes 10 meetings per year
Graphic design services	Eligible enrollees (selective/competitive)	Paid consultants	Ongoing	Meeting	40	-	-	-	-	-	-	10	400	\$60,000	Graphic design for production of outreach materials	Assumes 10 agencies per year
Construction administration services	Eligible enrollees (selective/competitive)	Paid consultants	After grant award	Grant Application	100	-	-	-	-	-	-	5	500	\$75,000	Construction administration on behalf of the agency/organization during project's construction phase	Assumes 5 awarded grant projects per year
TBD professional services	Eligible enrollees (selective/competitive)	Paid consultants	TBD	TBD	100	-	-	-	-	-	-	5	500	\$75,000	Professional service for a TBD/needed service	Assumes 5 awarded grant projects per year
TBD professional services	Eligible enrollees (selective/competitive)	Paid consultants	TBD	TBD	100	-	-	-	-	-	-	5	500	\$75,000	Professional service for a TBD/needed service	Assumes 5 awarded grant projects per year
TBD professional services	Eligible enrollees (selective/competitive)	Paid consultants	TBD	TBD	100	-	-	-	-	-	-	5	500	\$75,000	Professional service for a TBD/needed service	Assumes 5 awarded grant projects per year
<b>Technical Assistance Directory</b>						0	\$0	0.00%	180	\$27,000	1.30%	180	\$27,000	1.02%		
Directory online portal development	Enrollees	RPOSD staff/paid consultants	2019	One time	100	-	-	-	1	100	\$15,000	1	100	\$15,000	Recruitment of funders, planning/design, park/garden, legal assistance providers, and mentors who could provide informal guidance on a range of grant-related topics	
Directory updates	Enrollees	RPOSD staff	Annual	Annual	20	-	-	-	1	20	\$3,000	1	20	\$3,000	Confirm status of participants, add new consultants/mentors	
Mentor training workshop/webinar	Enrollees	RPOSD staff/paid consultants	Annual	Annual	40	-	-	-	1	40	\$6,000	1	40	\$6,000	Training for volunteer participants from previous successful grant awarded applicants	
Maintain online directory portal	Enrollees	RPOSD staff/paid consultants	Annual	Annual	20	-	-	-	1	20	\$3,000	1	20	\$3,000	As-needed maintenance and updates of online directory portal	
<b>Training and Education</b>						6,640	\$996,000	54.54%	9,280	\$1,392,000	67.12%	9,100	\$1,365,000	51.40%		
<i>Total Number of Workshops</i>						50			110			110				
Introduction to Measure A/Grant Application Process (per grant type) workshops	Enrollees	RPOSD staff	Annual	Annual	250	20	5,000	\$750,000	20	5,000	\$750,000	20	5,000	\$750,000	Workshop to introduce recipients of Measure A funds and processes for applying for annual allocations, M&S, and competitive grants per grant type	2 rounds of workshops: 10 workshops per round - 20 workshops total. Each workshop will be a day long and cover many topics. Workshops will also be recorded and available as a webinar online.
Grant Writing workshops	Enrollees	RPOSD staff/paid consultants	3-4 months prior to competitive grant deadline	Grant Cycle	40	-	-	-	30	1,200	\$180,000	30	1,200	\$180,000	Workshop to teach grant writing skills	1 round of workshops per grant cycle: 10 workshops per grant category - 30 workshops total
Community Outreach and Engagement workshops	Enrollees	RPOSD staff/paid consultants	3-4 months prior to competitive grant deadline	Grant Cycle	40	30	1,200	\$180,000	30	1,200	\$180,000	30	1,200	\$180,000	Workshop to train agencies in outreach	Assumes 30 workshops per year
Project Management workshops	Enrollees	RPOSD staff/paid consultants	After grant award	Grant Cycle	40	-	-	-	5	200	\$30,000	5	200	\$30,000	Workshop to train agencies in project management	Assumes 5 workshops per year
Grant Administration workshops	Enrollees	RPOSD staff/paid consultants	After grant award	Grant Cycle	40	-	-	-	5	200	\$30,000	5	200	\$30,000	Workshop to train agencies in grant administration	Assumes 5 workshops per year
Park Planning 101 workshops	Enrollees	RPOSD staff/paid consultants	After grant award	Grant Cycle	40	-	-	-	5	200	\$30,000	5	200	\$30,000	Workshop to train agencies in park planning basics	Assumes 5 workshops per year
TBD workshops	Enrollees	RPOSD staff/paid consultants	TBD	Grant Cycle	40	-	-	-	5	200	\$30,000	5	200	\$30,000	Workshop on a TBD technical assistance topic	Assumes 5 workshops per year
TBD workshops	Enrollees	RPOSD staff/paid consultants	TBD	Grant Cycle	40	-	-	-	5	200	\$30,000	5	200	\$30,000	Workshop on a TBD technical assistance topic	Assumes 5 workshops per year
TBD workshops	Enrollees	RPOSD staff/paid consultants	TBD	Grant Cycle	40	-	-	-	5	200	\$30,000	5	200	\$30,000	Workshop on a TBD technical assistance topic	Assumes 5 workshops per year
Training and Education Management	N/A	RPOSD staff	Ongoing	Ongoing			440	\$66,000		680	\$102,000		500	\$75,000	Management of Training and Education workshops, including logistics, content, and outreach.	

### Draft Technical Assistance Program (TAP) - Element Details

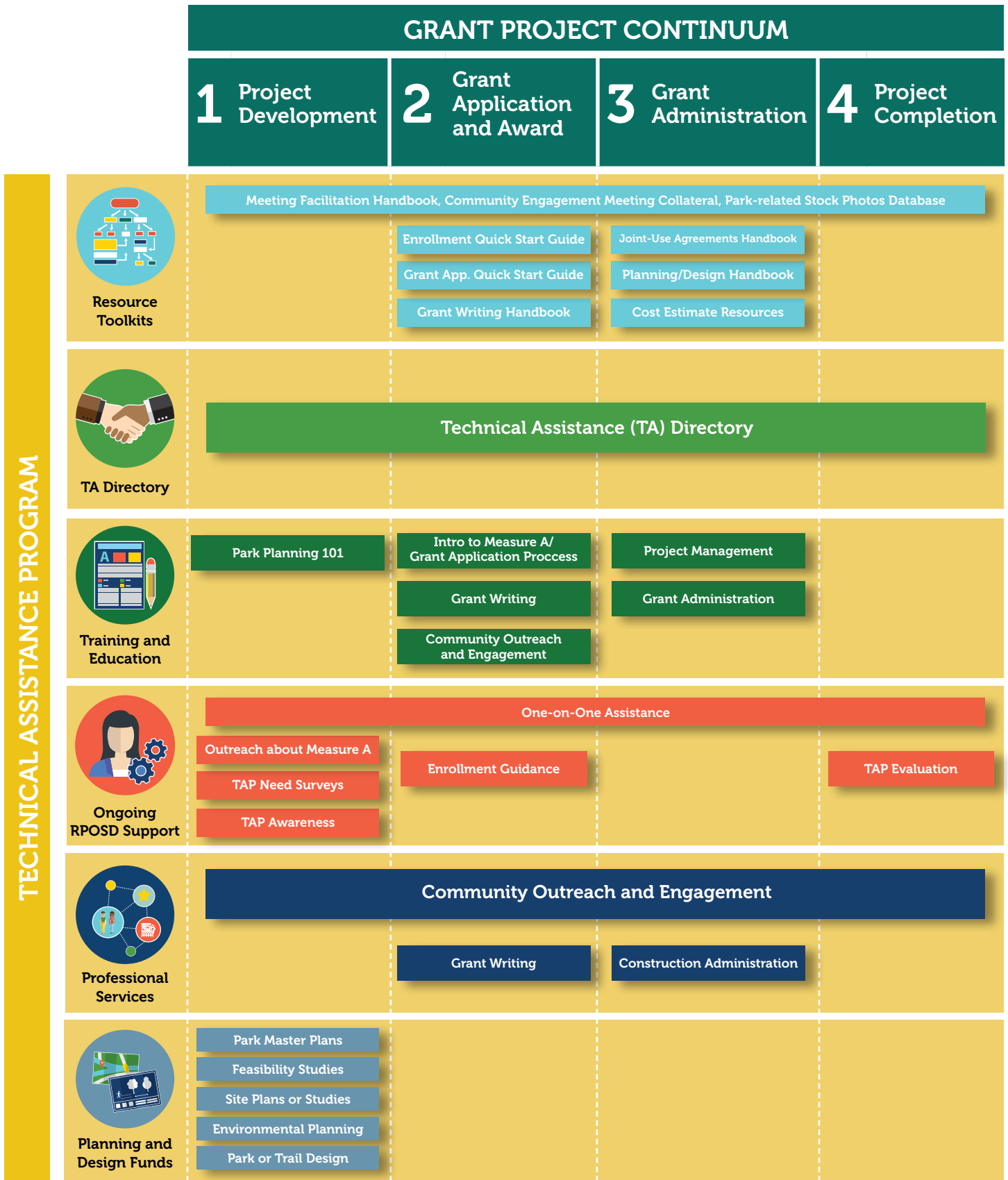
Technical Assistance Program Elements	Available to:	Who	Timing	Unit	Hours	Pilot Phase			Full Program Phase			Description	Assumptions			
						Year 1: 2018			Year 2: 2019					Years 3 to 10: 2020 - 2027 (Annual)		
						Quantity	Total Hours	Estimated Cost	Quantity	Total Hours	Estimated Cost			Quantity	Total Hours	Estimated Cost
<b>Ongoing Technical Support from RPOSD</b>						3,550	\$532,500	29.16%	4,026	\$603,900	22.74%					
Technical Assistance Program Director	N/A	RPOSD staff	Ongoing	Ongoing	2,080	1	2,080	\$312,000	1	2,080	\$312,000	1	2,080	\$312,000	Day-to-day management of all technical assistance programs	Full Time position for Technical Assistance Program Director
Technical Assistance Need Survey	N/A	RPOSD staff/paid consultants	Annually for allocations; 3-4 months prior to opening competitive grant applications	Grant Cycle			130	\$19,500		90	\$13,500		90	\$13,500	Online survey to be developed, analyzed, and distributed to all agencies and other potential candidates to assess technical assistance needs	
Technical Assistance Program Awareness	All	RPOSD staff	Ongoing	Ongoing			240	\$36,000		240	\$36,000		240	\$36,000	Social and traditional media outreach, workshops, webinars to inform eligible agencies about opportunities within the TAP	
Technical Assistance Program Evaluation	N/A	RPOSD staff	Annual	Annual			360	\$54,000		280	\$42,000		280	\$42,000	Monitoring and assessment of TAP to help determine program effectiveness and amount of future funding needed	
Enrollment Guidance	Enrollees	RPOSD staff	1-2 months prior to enrollment going live	Annual			160	\$24,000		160	\$24,000		160	\$24,000	Ongoing phone, email, and in-person support to offer assistance prior to and during enrollment periods	
One-on-one Assistance	Enrollees	RPOSD staff	Application period, 1-2 months prior to grant deadline	Grant Application			480	\$72,000		416	\$62,400		416	\$62,400	Grant writer to work one-on-one with applicant to complete application	Assumes average of 20 applicants receive assistance per General Grants Cycle, 10 for Recreation Access/Job Training and Cultural, average of 16 hours assistance per applicant
Outreach Facilitation	N/A	RPOSD staff/paid consultants	Ongoing	Ongoing	100	1	100	\$15,000	1	100	\$15,000	1	100	\$15,000	Facilitate outreach to public agencies, CBOs, potential and existing grantees to share information, resources, and events pertaining to Measure A	
Planning and Design Fund Management	N/A	RPOSD staff/paid consultants	Ongoing	Ongoing				\$0		660	\$99,000		660	\$99,000	Planning and Design Funds Program management	
<b>Grand Total</b>							12,174	\$1,826,100		13,826	\$2,073,900		17,706	\$2,655,900		

Avg. per year after Year 2 \$2,655,900

Planning & Design Funds	Availability to:	Who	Year 1: 2018			Year 2: 2019			Years 3 to 10: 2020 - 2027 (Annual)			Assumptions	
			Quantity	Average Award Amount	Total	Quantity	Average Award Amount	Total	Quantity	Average Award Amount	Total		
Small award size bracket	Enrollees (competitive)	Paid consultants	0	\$66,667	\$0	6	\$66,667	\$400,000	6	\$66,667	\$400,000	Funds for awarded proposed projects within the small award size bracket	Average award size could vary, assumes the same number of awarded applications per bracket
Medium award size bracket	Enrollees (competitive)	Paid consultants	0	\$150,000	\$0	6	\$150,000	\$900,000	6	\$150,000	\$900,000	Funds for awarded proposed projects within the medium award size bracket	Average award size could vary, assumes the same number of awarded applications per bracket
Large award size bracket	Enrollees (competitive)	Paid consultants	0	\$200,000	\$0	6	\$200,000	\$1,200,000	6	\$200,000	\$1,200,000	Funds for awarded proposed projects within the large award size bracket	Average award size could vary, assumes the same number of awarded applications per bracket
<b>Total</b>			0	\$138,889	\$0	18	\$138,889	\$2,500,000	18	\$138,889	\$2,500,000		

Avg. per year after Year 2 \$2,500,000

# Technical Assistance Program (TAP) Schedule



DRAFT - 2018.01.18



**MEASURE A**

RPOSD.LAcounty.gov  
 osdinfo@parks.lacounty.gov  
 626.588.5060

## Program Goals

### AWARENESS

Ensure that all Study Areas throughout Los Angeles County (County) are both well-informed regarding available Measure A annual allocations and competitive grant opportunities, and well-aware that the TAP is available as a resource and the steps on how to receive these resources.

### PARTICIPATION

Maximize participation from High and Very High need Study Areas by providing support throughout the lifecycle of the grant to help with applying for funding, administering grants, and completing and maintaining projects.

### RELATIONSHIPS

Create and support relationships between agencies/organizations and professionals/mentors throughout the County.

### CAPACITY

Support organizational capacity-building among Measure A applicants to increase the capacity to administer grant projects.

### IMPLEMENTATION

Place emphasis on delivering completed projects to park users efficiently and effectively.

## How to Receive Assistance

### STEP

# 1

Be aware of the eligibility requirements for the different TAP elements

	Eligibility			
	All	Enrollees	Selective	Competitive
Resource Toolkits	✓			
Technical Assistance Directory		✓		
Training and Education		✓		
Ongoing Technical Support from RPOSD		✓		
Professional Services		✓	✓	✓
Planning and Design Funds		✓		✓

### STEP

# 2

Enroll with RPOSD and report your agency's technical assistance needs\*

Fill out a questionnaire about your agency's:

- Organizational capacity
- Grant funding history
- Previous planning and design efforts

\* Enrollment is required prior to applying for Measure A grant funds. All TAP elements, except for Resource Toolkits, are available to enrollees only.

### STEP

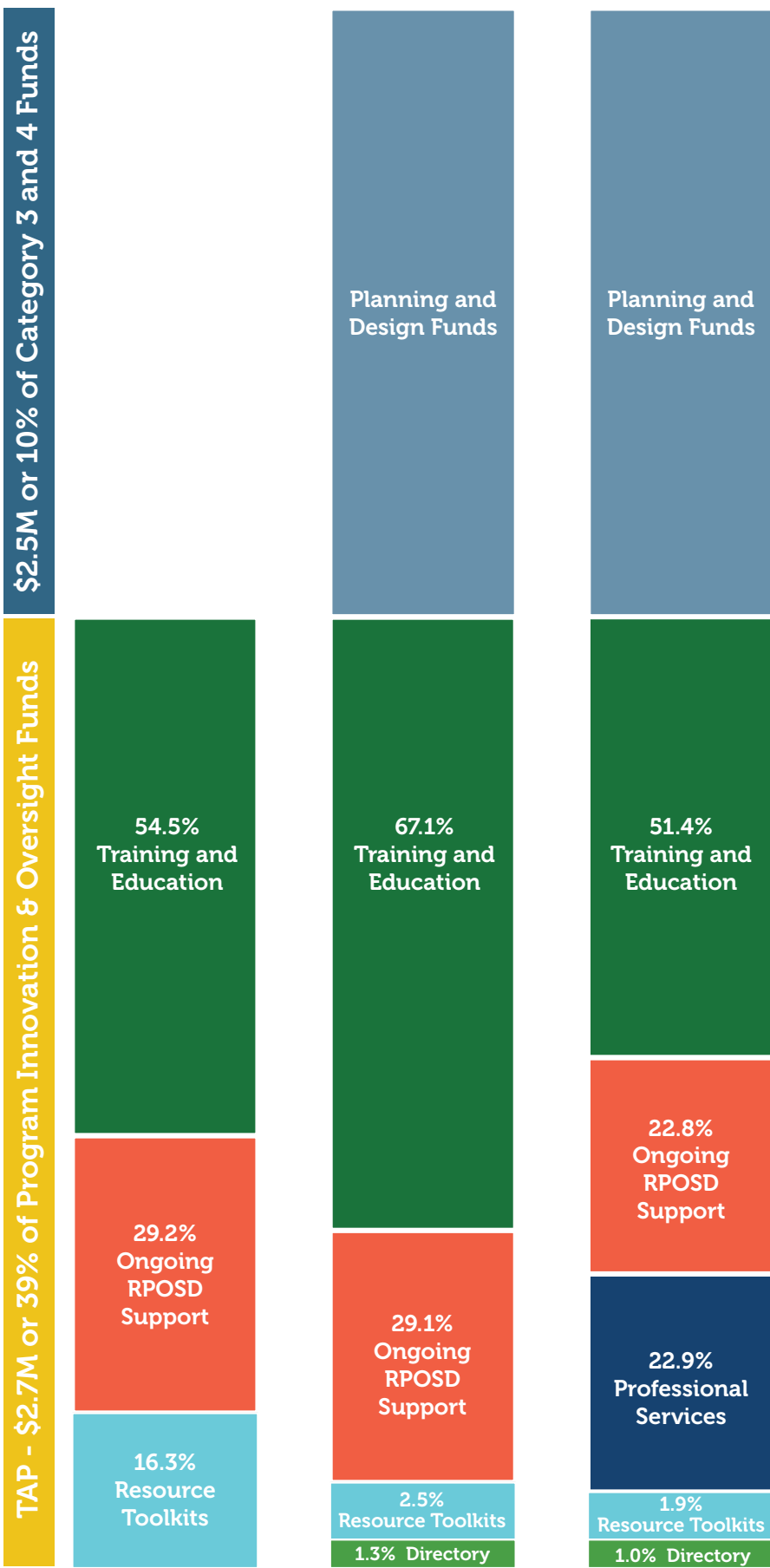
# 3

Receive technical assistance for your eligible technical assistance needs

- Enrollees can access all non-selective and non-competitive TAP elements.
- RPOSD will notify enrollees about their eligibility for selective and competitive TAP elements and provide further guidance.\*

\* Planning and Design funds will not be available until Pilot Phase Year 2 and Professional Services will not be available until the Full Program Phase.

# Technical Assistance Program (TAP) Elements and Funding



\$2.5M or 10% of Category 3 and 4 Funds

TAP - \$2.7M or 39% of Program Innovation & Oversight Funds

## Planning and Design Funds



- Park master plans
- Feasibility studies
- Site plans or studies
- Environmental planning/compliance
- Park or trail design development and construction documents

## Training and Education Workshops



- Intro to Measure A/Grant Applications
- Grant Writing
- Community Outreach and Engagement
- Project Management
- Grant Administration
- Park Planning 101

## Ongoing Technical Support from RPOSD



- Enrollment guidance
- One-on-one assistance
- Outreach about Measure A
- Technical assistance need surveys
- TAP awareness
- TAP evaluation

## Professional Services



- Grant writing
- Community outreach
- Meeting facilitation
- Multilingual translation/interpretation
- Graphic design
- Construction administration

## Resource Toolkits



- Enrollment quick start guide
- Grant application quick start guide
- Grant writing handbook
- Meeting facilitation handbook
- Establishing joint-use agreements handbook
- Planning/design handbook
- Cost estimation catalog
- Park-related stock photos database
- Community engagement meeting collateral

## Technical Assistance Directory



- Professional consultants
- Mentors
- Other funders

Pilot Phase Year 1

Pilot Phase Year 2

Full Program Phase

RPOSD.LAcounty.gov  
osdinfo@parks.lacounty.gov  
626.588.5060

DRAFT - 2018.01.18



## **3.5.5 PLANNING AND DESIGN FUNDS (CATEGORIES 3 & 4)**

### **Description**

Planning and Design funds are a part of the Technical Assistance Program (TAP) described in Chapter 4. Planning and Design funds are intended to provide recipients with the financial resources to perform work in planning and/or designing a park, trail, open space, or other recreation project.

#### *Planning*

Planning funds provide resources to complete a range of planning efforts such as park master plans, feasibility studies, and other site studies required to effectively plan and design a park project. Park master planning includes planning assistance for Study Areas that lack current park master plans, whose plans are outdated, and/or have identified major demographic or physical changes that prove their current plans obsolete. While the 2016 PNA included the identification of priorities for park projects, further examination of community-wide park system and project needs could help agencies and groups refine and expand on the list of priority projects for both competitive grants and annual allocations. Site studies would inform acquisition and development of new parks, and/or additions to existing parks, and could evaluate elements such as physical context and site conditions, land use and zoning compatibility, traffic, safety, and utilities. Assistance related to necessary environmental compliance and permitting required for site acquisition and development may also be provided.

#### *Design*

Design funds provide resources to complete design services and could include a preliminary conceptual design, design development drawings, or construction documents. Services could also include specific tasks such as landscape design, materials selection, design of stormwater treatment elements, or incorporation of best management practices.

### **2018 Funding Amount**

\$2,500,000 (17% from Category 3 General Competitive funds and 20% from Category 4 General Competitive funds)

### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for funds under the Planning and Design funds program.

- Park master plans
- Feasibility studies
- Site plans or studies
- Environmental planning/compliance



- Park or trail design development and construction documents

## **Project Requirements**

### *Project Eligibility*

- The applicant must be enrolled with RPOSD, and determined by RPOSD to be eligible to apply for Planning and Design funds. See Section 4.6.6 in Chapter 4, Technical Assistance Program, for additional details.
- The proposed project's schedule is a maximum of two years.
- The applicant must not have an open planning/design grant with RPOSD.

### *Project Feasibility*

#### Land Access/Tenure

- Agency has a plan as to how access or tenure will be acquired or arranged.

#### Permitting and CEQA Compliance

- Agency has a general timeline and approach as to how and when permitting and CEQA will be completed; or
- If permitting and/or CEQA compliance are not applicable to the project, applicant has an explanation as to why not.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget; or
- The proposed project seeks to identify adverse site conditions on the project site.

#### Project Cost and Funding

- Agency has a budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

#### Project Schedule

- Agency has a schedule from fund award receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the planning/design project.

## **Award Size**

Requested fund awards must meet the minimum and maximum award size requirements. Proposed projects will be categorized into different thresholds of award size brackets depending on the requested size of the award.

Minimum: \$20,000  
Maximum: \$250,000

### *Brackets*

Small: \$20,000 - \$99,999  
Medium: \$100,000 - \$174,999  
Large: \$175,000 - \$250,000

### **Evaluation Criteria**

*NOTE: Evaluation criteria for Planning and Design projects have been drafted in a manner similar to those presented at the January 11<sup>th</sup> Steering Committee. These criteria will be revisited by the RPOSD and consultant team after the March 1<sup>st</sup> Steering Committee meeting, which will focus on a discussion of evaluation criteria and scoring. Revised evaluation criteria and scoring for Planning and Design grants will be shared with the Steering Committee in advance of the April 5, 2018 Steering Committee Meeting.*

DRAFT



## MEMORANDUM

DATE January 18, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Revised Steering Committee Calendar/Topics

The updated proposed Steering Committee meeting topics reflect changes required by the process. Additional changes to meeting topics may occur as required by the process, including the addition of a meeting in June 2018 if deemed necessary.

### **Meeting 7 – January 25, 2018 | 9:30 am-12 pm**

*Location: Kenneth Hahn Hall of Administration, Room 140. 500 W. Temple Street, Los Angeles, CA 90012*

1. Community Engagement Requirements
2. Revised TAP
3. Policies, Part I
  - a. Initial Allocations of Variable Funds
  - b. Board of Supervisors Annual Designated Park Projects Policy
  - c. Consumer Price Index Update Policy

### **Meeting 8 – February 15, 2018 | 9:30 am-12 pm**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Bonding
  - a. Category 1 & 2
    - i. Timeframes
    - ii. Costs
    - iii. Recommendations
  - b. Category 3 & 4
    - i. Outside Grants/Matching Funds Requirements
    - ii. Potential Bonding Scenarios
    - iii. Implications
      1. Projects
      2. Grant Program Cycles
      3. Costs
2. Policies, Part II
  - a. Category 2 Policies
  - b. “Innovation & Oversight” Category Policy
  - c. 4.5% Agency Allocation from M&S

**Meeting 9 – March 1, 2018 | 9:30 am-12 pm**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Discussion: Scoring Criteria Themes from January 11th Steering Committee Meeting

**Meeting 10 – March 15, 2018 | 9:30 am-12 pm**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Project Status and Fund Distribution Tracking
  - a. Updates through self-reporting of Project Status
  - b. Verification System for Self-reported Data
  - c. Annual Allocation Distribution Tracking
    - i. Objectives
    - ii. Indicators
    - iii. Reporting
  - d. Competitive Grant Distribution Tracking
    - i. Objectives
    - ii. Indicators
    - iii. Reporting
2. Engagement – Community Meetings Roll Out
3. Engagement – Park Funding 103
4. Engagement – Social Media

**Meeting 11 – April 5, 2018 | 9:30 am-12 pm**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Review of Competitive Grants Scoring Rubrics
2. Bonding and Forwarding Strategy Policy Memo
  - a. Recommendations
3. General Grantmaking Policy

**Meeting 12 – April 26, 2018 | 9:30 am-12 pm**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Park Needs Assessment Updates
  - a. Update Policy
  - b. Update Protocols
2. Oversight Committee Formulation (Advisory Board)
  - a. Roles and Responsibilities
  - b. Appointment Process

**Meeting 13 – May 31, 2018 | 9:30 am-12 pm**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Final Draft Grant Guidelines Procedures and Policies Guide for RPOSD
2. Board Letter and Summation

**Potential Meeting 14 – June 28, 2018 | 9:30 am-12 pm**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

*Agenda: TBD, if needed*



## MEMORANDUM

DATE January 18, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Draft Policies, Part I

### Overview

In consultation with the Measure A Implementation Steering Committee, RPOSD is developing a set of policies to guide administration of Measure A funds. The three policies below will be discussed at the January 25, 2018 Steering Committee Meeting; discussion of other policies will occur per the schedule suggested in the “Revised Steering Committee Calendar/Topics” memo included in this package.

### Variable Allocations Policy

Allocation of Measure A funds is subject to change on an annual basis, with up to 77.8 percent of annual funds to grant programs, up to 15 percent for maintenance and servicing of RPOSD funded projects, and up to 7.2 percent for innovation and oversight. Prior to allocating funds according to these percentages, up to two percent of total funds may be distributed to Board of Supervisors Annual Designated Park Projects.

Measure A identifies the following variable allocations within grant programs:

- Category 3 – up to 25% of funds shall be allocated to the County Department of Beaches and Harbors
- Category 3 – up to 15% of funds shall be allocated to recreation access programs
- Category 4 – up to 25% of funds shall be allocated to the County Department of Parks and Recreation
- Category 4 – up to 15% of funds shall be allocated to recreation access programs
- Category 4 – up to 10% of funds shall be allocated to County cultural facilities
- Category 5 – up to 20% of funds shall be allocated to organizations that provide certifications and placement services or apprenticeship opportunities

Changes made to allocation rates shall adhere to the following:

1. In the first year of expenditures, allocation rates shall be recommended by the Measure A Implementation Steering Committee, for inclusion in the annual Measure A Letter and Work Program to the Board of Supervisors

2. In subsequent years, allocation rates shall be recommended by the Citizens Oversight and Advisory Board for Measure A, for inclusion in the annual Measure A Letter and Work Program to the Board of Supervisors
3. Changes to allocation rates shall be made with the overall goal of meeting Measure A's objectives and should consider the complete accounting of all allocations each years, changes in level of park need throughout the County, and other results of periodic evaluation of Measure A.
4. Beginning in 2026, the allocation for Maintenance and Servicing may be increase up to two percent annually, with corresponding decreases for grant programs, until the two categories reach an equal allocation of 46.4 percent each.

### **Board of Supervisors Annual Designated Park Projects Policy**

The Board of Supervisors may, on an annual basis, allocate up to two percent of Measure A revenue for designated park projects of their choosing. This allocation shall occur as follows:

1. The percent of revenue to be allocated for designated park projects shall be determined annually and shall not exceed two percent (2%) of annual revenue.
2. Each Supervisor's office shall receive 1/5<sup>th</sup> of the total amount of funds available annually. These funds may be expended annually, or may accumulate for a maximum of five (5) years.
3. Eligible expenditures include capital park projects, including planning and design, and Supervisors may use their funds to jointly fund eligible projects.
4. The Board should consider allocating a percentage of these funds:
  - a. To High- or Very High Need areas and/or facilities that directly serve residents of these areas, or
  - b. To projects that did not receive Category 3 or 4 funding in previous competitive grant cycles.

### **Consumer Price Index Update Policy**

Measure A allows for the adjustment of the rate of tax based on cumulative increases to the Western Urban Consumer Price Index from July 1, 2017. Adjustments to the rate of tax shall be set as follows:

1. The tax rate may be set no higher than the amount of 1.5 cents per square foot of development, as adjusted by the cumulative increases, if any, to the Western Urban Consumer Price Index (WUCPI) using the designated reference date of July 1, 2017.
2. The maximum allowable tax rate shall be determined using the CPI Update Formula, and shall be calculated as follows:  
$$(\$0.015) * (\text{WUCPI on July 1 of previous calendar year}) / (\text{WUCPI on July 1, 2017}) = \text{maximum adjusted tax rate per square foot, rounded to the nearest } 1/10^{\text{th}} \text{ of a cent.}$$



LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT



## Measure A Implementation

Los Angeles County Regional Park and Open Space District

**Summary Meeting Notes**  
**Steering Committee Meeting #7**  
**January 25, 2018 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Manal Aboelata	Reyna Diaz	Yvette Lopez-Ledesma
Jean Armbruster	Hugo Enciso	Linda Lowry
Mark Baucum	Hugo Garcia	Sandra McNeil
Jane Beesley	Karen Ginsberg	Delia Morales
Alina Bokde	Michael Hughes	Sussy Nemer
Scott Chan	Bill Jones	Stefan Popescu
Maria Chong-Castillo	John Johns	Barbara Romero
Cheryl Davis	Kim Lamorie	Bruce Saito
Reuben R. De Leon	Amy Lethbridge	Keri Smith

**Alternate Members in Attendance:** Sylvia Arredondo, Onnig Bulanikian, Omar Gomez, Nicole Jones, Clement Lau, Cara Meyer, Tamika Butler

**1. Comment Summary: *Public Comment***

- No context if at beginning to capture what transpired at meeting
- If at end, all in before 12. Best at 11:15/11:30
- Keep all at once

**Straw Vote:** When to solicit public comment

Unanimous 11:30, then return to any outstanding items

**AGENDA ITEM: COMMUNITY ENGAGEMENT REQUIREMENTS**

**1. Comment Summary: *Acquisition of Parks in Non-Urban Areas***

- Time sensitive, move engagement until after purchase, public interest can drive up price of land
- Timing of input sensitive to nuances in acquisition once site is secured
- Need flexibility, parcels can be away from people eliciting different engagement
- Need exceptions/compromises to 36 months engagement timeframe, possibly more for open-space, or bypass engagement
- All recreation spaces should require community engagement
- Applicant needs to make argument for exceptions on a case-by-case basis
- Geographically based adaptations to framework
- Now typically through supervisorial districts
- Proactive, transparent plan, could be generic, to inform public of acquisition
- How to protect from inverse condemnation?

**Response Summary:**

- a. Three potential solutions to address these concerns:
  - i. If consistent with some type of master plan that received public input, this would count as participatory or concurrent engagement
  - ii. Inclusion on a board or agency meeting agenda would count as concurrent engagement
  - iii. Potential to look into limited action to allow exceptions to move forward
- b. These solutions will be investigated and a revision to the document will be made as needed to address the concerns

**2. Comment Summary: *Language Accessibility***

- a. Language translation requirements are not strong enough
- b. Federal regulations aren't appropriate in L.A. , as the standard is too broad for individual communities
- c. Look at Seattle/King Co. to synthesize best practices

**Response Summary:**

- a. For competitive grants, additional language outreach will receive additional points
- b. Will more clearly articulate what language requirements must be met. Will look at requirements of used for PNA and Seattle/King County.
- c. Will work to set an objective numerical floor, so that it can be clearly evaluated.
- d. Revisions will be made to the document and shared with the Steering Committee.

**3. Comment Summary: *Meeting Content***

- a. Not about how many people we reach, but what we do with their feedback
- b. Need to have some type of guide or requirement about what the meeting will cover and what kinds of questions engagement will cover
- c. Meeting shouldn't focus on whether or not a park is wanted, but what kind of park and how it will be used
- d. Should be a requirement to balance expert knowledge and community desires
- e. Agency needs to know limitations on what is possible for the project and be honest with residents
- f. Need to clarify what meeting content covers, not just definition of the type of meeting
- g. Could use TAP to raise the bar for engagement. Provide training and information to enhance understanding

**Response Summary:**

- a. Will look at further defining meeting content, ensuring that best practices are used in planning meeting content and facilitating meetings
- b. Need to keep requirements for content flexible enough to cover many different types of projects and meetings
- c. Will emphasize use of TAP to provide training on best practices for engagement
- d. Revisions will be made to document and shared with the Steering Committee

**AGENDA ITEM: TECHNICAL ASSISTANCE PROGRAM**

**1. Comment: *Eligibility***

- a. Accessing professional services for enrollees is unclear – who is eligible?

**Response Summary:**

- a. There are two Selective and/or Competitive categories that all enrollees are eligible to apply for, although not all enrollees will receive these services:



- a. Professional Services – Selective and Competitive
- b. Planning and Design - Competitive
- b. All enrollees will have access to resource toolkits, directory (mentors and professionals), training and educations, and ongoing support from RPOSD.

**2. Comment: *Initial Contact & Mentorship***

- a. Need a more flexible system to achieve goal of maximum participation in High/Very High Need Study Areas, especially because at the beginning of the process all needs may not be known
- b. Needs to be available at any point in process, not just beginning
- c. Need personal contact between RPOSD and especially High/Very High Need Study Areas especially in beginning
- d. Explore barriers to accessing TAP and make clear that TAP is available to those that experience barriers
- e. Need case manager, beyond volunteer support, that sticks with applicant through entire process
- f. More development needed for volunteer role, it's hard to imagine that a volunteer will be able to provide all the help that a High/Very High Need Study Area will need
- g. Broaden who can be a mentor, no need to limit it to RPOSD recipients. It's also very important that mentors are trained and know what is expected of them.

**Response Summary:**

- a. The intent is that TAP is accessible at any point, the initial questionnaire is to assess initial need. Document will be revised to more clearly reflect this.
- b. Intent is that RPOSD will take an active role in figuring out what help is needed by High/Very High Need Study Areas and work to make sure the help is delivered. Document will be revised to more clearly reflect this.
- c. Intent was to include mentors with experience with RPOSD's policies and procedures, we can broaden this. Training of mentors is included in the TAP.

**3. Comment: *Professional Services***

- a. Need to be aware of the legal implications of hiring consultants because agency is ultimately responsible for design and construction
- b. Estimated costs for construction administration are low and depends on the size of the project

**Response Summary:**

- a. Legal implications can be covered in a resource tool kit, or training. Intent is to include information on contracts and other legal issues in the TAP.
- b. We will go back and look at funding in this category

**4. Comment: *Phased Program Timeline***

- a. Need for ongoing TA, even after 10 years. There is a lot of staff turnover and attrition, so there is a constant need to train and educate.
- b. Assumption that funding will decrease after 10 years may not be correct, many projects take 3-4 or even 10 years to complete and agencies may need TA for multiple projects.
- c. Also, projects that last many years have a need for continuity and documentation.
- d. Voters need built projects. Need defined evaluation period and plan, and 10 years is too long. The money should be spent on building projects.
- e. Yes, the evaluation is critical and 10 years should be a good amount of time to show if it is working. Make monitoring and evaluation requirements more explicit.
- f. Professional Services during the year 1-2 pilot would be beneficial, especially Community Engagement help as this is the period when many projects will be defined.

**Response Summary:**

- a. Will clarify in document that results of evaluation are unknown, remove assumption that need for TA will decrease then. Will emphasize importance of monitoring and evaluation.
- b. Monitoring and evaluation of TAP will be discussed in depth at March 15<sup>th</sup> meeting.
- c. Will look into feasibility of adding professional services during pilot phase of TAP.

**5. Comment: *Effectiveness of TAP***

- a. How will agencies work with communities that don't have a support organization to push projects forward?
- b. What about TAP is fundamentally different from Prop. A to get to root causes of inequality? How do we make sure we are providing expertise and turning the ship?
- c. Necessary to bridge the gap of inequality, need to focus on safety and gang reduction – does TAP get there?
- d. TAP should address structural issue of parks-as-a-back-burner-issue in High/Very High Need Study Areas
- e. Evaluation should be more outcome-based and be evaluated through a success lens, what does success look like?

**Response Summary:**

- a. TAP is designed to be flexible and to provide training and education on best practices in all aspects of park planning and design, including community engagement.
- b. Can add documentation of how TAP is different from what has been done in the past. Can add additional potential topics for training and education and resource toolkits, such as best practices for gang reduction and public health. Can emphasize understanding needs of High/Very High Need Study Areas and how TAP can help those agencies and organizations.
- c. Evaluation of TAP elements can help determine effectiveness of TAP and can lead to changes in how it is offered and what is being offered.

**AGENDA ITEM: PUBLIC COMMENT**

**1. Francisco Romero**

- a. TA could really be a big factor in turning the ship
- b. Provide models: 6<sup>th</sup> St. Bridge project in Washington D.C. includes anti-displacement language
- c. Define youth component and expand on definition of intervention, what programs work
- d. Use asset mapping to look at which organizations are available to assist in each Study Area, this could be helpful to agencies

**2. Chanda Singh**

- a. Lacks big-picture assistance thinking and intersectionality
- b. Need to think about why High/Very High Need Study Areas are high need - systemic policies, race and social justice issues can't be ignored
- c. Would be helpful to frame why we have certain elements in the TAP and look at historical framework
- d. Would like to see evaluation assistance on specific park projects, finance, leveraging other sources
- e. RPOSD needs to work with council members to make sure staff can participate in trainings and workshops

**AGENDA ITEM: POLICIES, PART I**

**1. Comment: *Initial Allocation of Variable Funds***

- a. No comments

**Response Summary:**

Does everyone agree with the policy and allocation recommendations as written? Yes, it looks like everyone does, so it will remain as written.

**2. Comment: *BoS Annual Designated Projects Policy***

- a. Funds could be allocated based on proportion of need
- b. Prop. A funding going away, but this is how BoS uses those funds today. 2% is a nominal amount of funds in the big picture.

**Response Summary:**

- a. Does everyone agree with the policy as written? Yes, it looks like everyone does, so it will remain as written

**3. Comment: *CPI Update Policy***

- a. No Comments

**Response Summary:**

- a. Does everyone agree with the policy as written? Yes, it looks like everyone does, so it will remain as written.

*Meeting Adjourned.*



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation: Steering Committee Meeting #8**

**February 15, 2018  
9:30 AM – 12:00 PM**

**Los Angeles River Center and Gardens | Atrium  
570 W. Ave. 26, Los Angeles, CA 90065**

1. Bonding
2. Policies, Part II
  - a. Category 2 Policies
  - b. “Innovation and Oversight” Category Policy
  - c. 4.5% Agency Allocation from M&S
3. Public Comment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please contact the Los Angeles County Regional Park and Open Space District at PHONE: (626) 588-5060 FAX: (626) 458-1493 TTY: (800) 855-7100 or send an email to [osdinfo@parks.lacounty.gov](mailto:osdinfo@parks.lacounty.gov).

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

**Next Steering Committee meeting is on Thursday, March 1, 2018 from 9:30am to noon  
Los Angeles River Center and Gardens, 570 W. Ave. 26, Los Angeles, CA 90065**



1. PROJECT UPDATE

Topics Addressed to Date

- Definition of Eligible Agencies/Organizations
- RPOSD Enrollment Process
- Expenditure Plan
- Creation of TAP, designation of funds for Planning and Design
- Community Engagement Requirements
- Competitive Grant Guidelines
  - Pre-application Process
  - Approach to Grant Cycles
  - Grant Calendars
  - Award Brackets
  - Project Requirements (Eligibility/Feasibility)
  - Evaluation Criteria



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1. PROJECT UPDATE

Topics Addressed to Date

- Policies
  - Sharing Category 1&2 Allocations Between SA Policy
  - Unincorporated Islands within City Study Areas Policy
  - Annual Allocation Bonding Policy
  - General Grantmaking Policy
  - Variable Allocations Policy
  - Board of Supervisors Annual Designated Projects Policy
  - Consumer Price Index Update Policy




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1. PROJECT UPDATE

Topics Addressed to Date

- All meeting materials are available for download on the Measure A pages of RPOSD's website:



www.RPOSD.LACounty.gov




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1. PROJECT UPDATE

Your Comments

- Comments are considered by the RPOSD team through a process of discussion, research, considerations of implications, and finding balance to achieve goals of Measure A
- Schedule results in lag time between when comments are received and when revisions are brought back to Steering Committee
- Written comments are welcome before and after each meeting, although consideration must be given to the overall schedule
- Summary notes of meetings are available on the RPOSD website after each Steering Committee meeting




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1. PROJECT UPDATE

### Remaining Work

- Continue revisions to previous work, bring revised versions back to Steering Committee
- Address remaining topics:
  - Tracking and Evaluation: Project Status, Fund Distribution, Community Engagement, and Technical Assistance
  - Park Needs Assessment Data Updates
  - Project Delivery/Grant Administration
  - Citizens Oversight Advisory Board Formulation




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1. PROJECT UPDATE

### Remaining Work

- Final Draft Grant Guidelines Procedures and Policies Recommendations document will be **sent for your review 2 weeks before final Steering Committee Meeting**
- Document will then be **reviewed by County Counsel and Board of Supervisors**; further revisions may be made
- Final Grant Guidelines Procedures and Policies will be **considered for adoption** by the Board of Supervisors acting as the Board of the Regional Park and Open Space District



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- Category 1 & 2 Bonding Approach
- Category 3 & 4 Bonding Scenarios


2. BONDING

2. BONDING



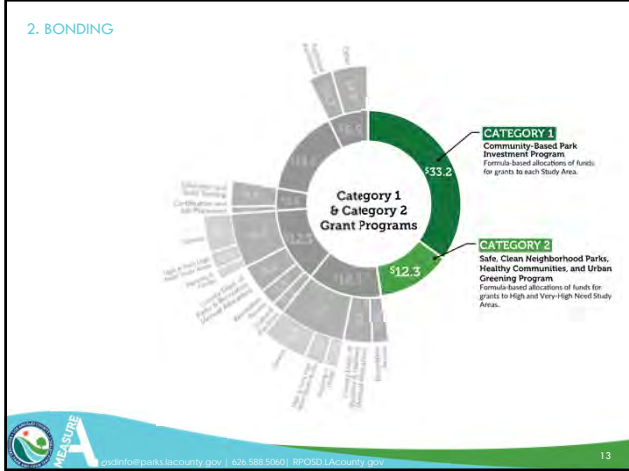
**MEASURE A ANNUAL EXPENDITURE PLAN \$96.8M for 2018**

Note: The District's Board of Supervisors may allocate up to 2% of total funds for single projects.



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2. BONDING

### Category 1 & 2 Bonding Approach

- Funds generated through bonding may be used only to finance eligible Measure A capital projects.
- Bonds will be issued by Los Angeles County on behalf of RPOSD and the requesting jurisdictions
- Local jurisdictions may choose to bond against some or all of their Category 1 and Category 2 allocations.
- RPOSD may limit the percentage of Category 1 & 2 revenue used to secure bonds to account for possible reductions in revenue over time.

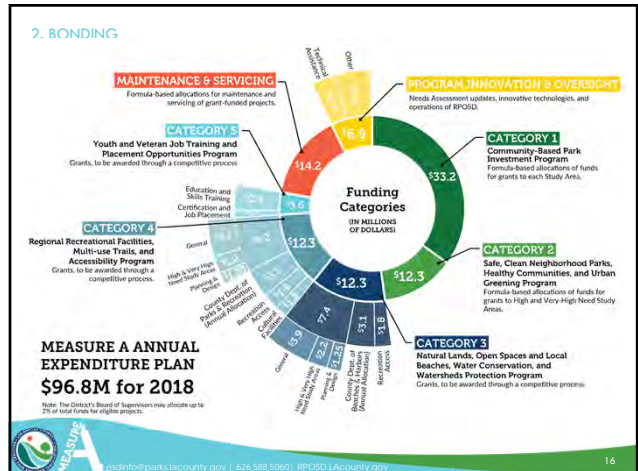
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2. BONDING

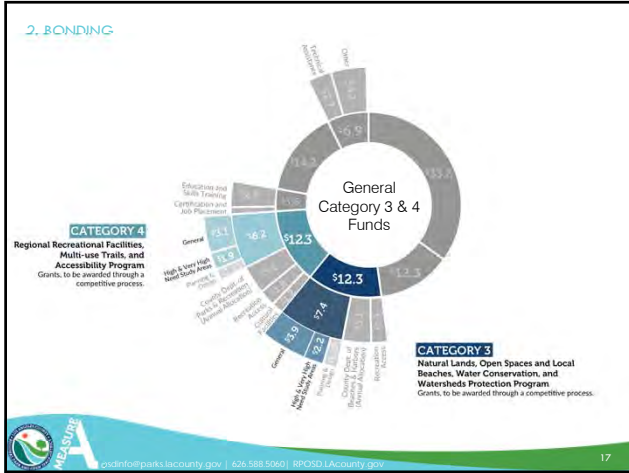
### Category 1 & 2 Bonding Approach

- Bonds will only be issued when the total demand from eligible jurisdictions is \$100 million or more (or an alternative amount determined by LA County Treasurer/Tax Collector to be financially prudent).
- Potential projects must meet bond counsel requirements for certification that the projects being funded qualify the interest paid on the bonds to be exempt from taxes.

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2. BONDING

**Category 3 & 4 Bonding Scenarios**

- **Bonded funds must be spent on capital improvements**, although up to 30% of funds can be dedicated to "soft costs."
- All projects using bonded funds **must be identified prior to the issuance** of the bond.
- All bond funds **must be expended within three years** of bond issuance.

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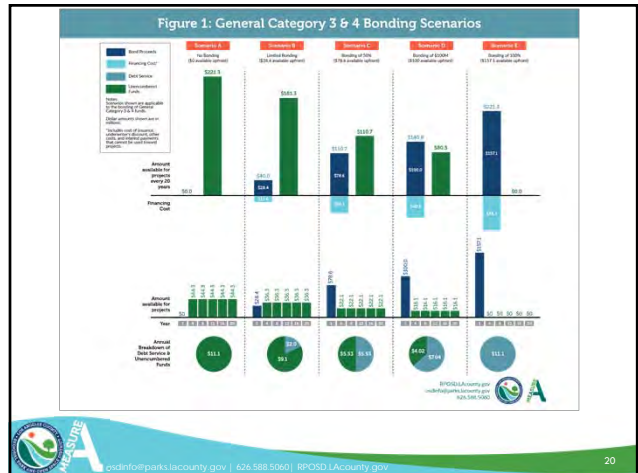
2. BONDING

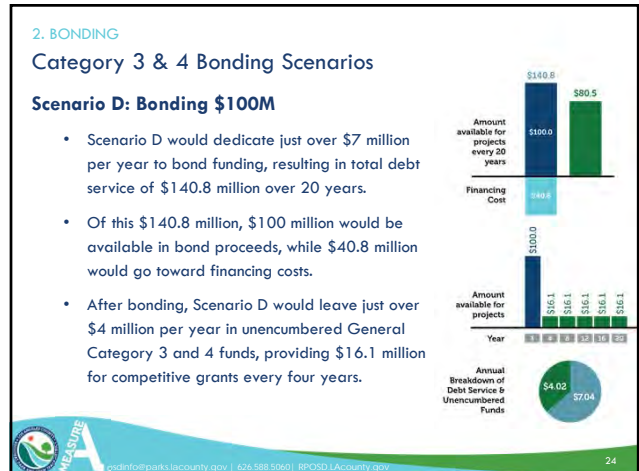
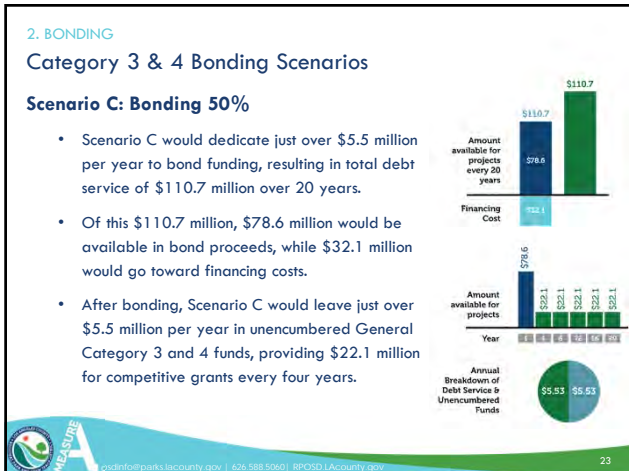
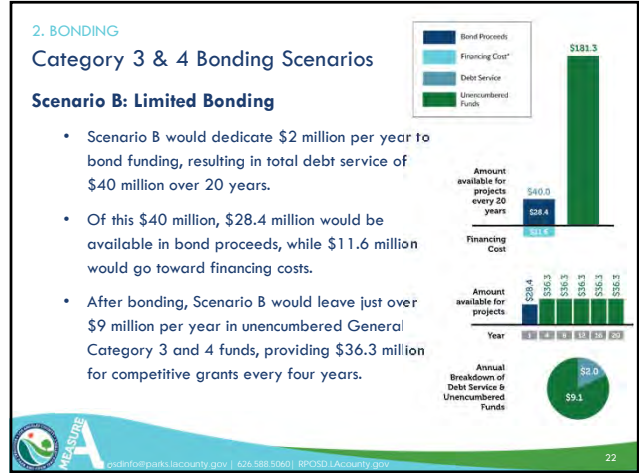
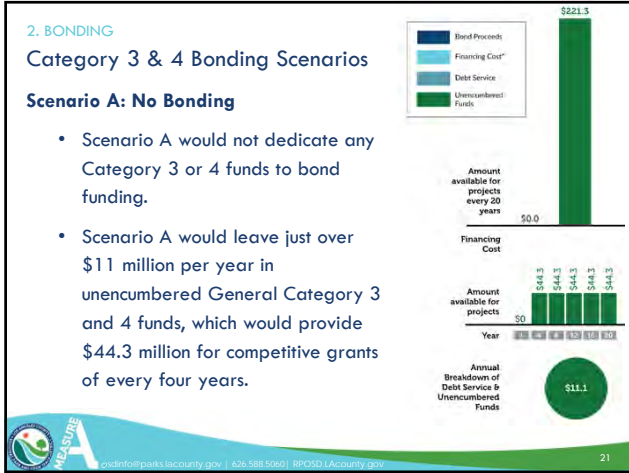
**Category 3 & 4 Bonding Scenarios**

Assumptions:

- In scenarios where less than \$100 million of General Category 3 and 4 funds are bonded, it is assumed that this will be supplemented by bonding of Category 1 and 2 funds to reach \$100 million.
- A 20-year maturity is assumed for all scenarios.
- The financing cost of bonding is calculated using a multiplier of 14.2 times the total amount bonded.

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2. BONDING  
**Category 3 & 4 Bonding Scenarios**  
**Scenario E: Bonding 100%**

- Scenario E would dedicate all General Category 3 and 4 funds (just over \$11 million per year) to bond funding, resulting in total debt service of \$221.3 million over 20 years.
- Of this \$221.3 million, \$157.1 million would be available in bond proceeds, while \$64.2 million would go toward financing costs.
- Scenario E has no unencumbered General Category 3 and 4 funds, and there would not be any General Category 3 and 4 competitive grants during the 20 year bonding period.

Amount available for projects every 20 years: \$157.1  
 Financing Cost: \$64.2  
 Annual Breakdown of Debt Service & Unencumbered Funds: \$11.1

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2. BONDING  
**Category 3 & 4 Bonding Scenarios**

Key Considerations:

- Bonded funds could be used as matching funds for anticipated and existing funding programs at the federal, state, and local levels.
- Using bonded funds for projects may provide a cost benefit, as construction and acquisition costs tend to increase over time.
- Would result in completion of many “shovel-ready” projects in a short timeframe

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2. BONDING  
**Category 3 & 4 Bonding Scenarios**

Key Considerations:

- Bonding reduces the total amount of funds available for projects and reduces the amount of funds available for on-going grant cycles.
- Reduced amount of funds for on-going grant cycles increases competitiveness of each cycle.
- Agencies without “shovel-ready” projects may need technical assistance to develop projects, a process which may not be complete prior to the issuance of bonds.

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- Category 2 Policies
- Nonprofit M&S Allocation
- Innovation and Oversight

3. POLICIES, PART 2

3. POLICIES, PART 2

Category 2 Policies

**Measure Reference**

- Reducing park need levels in Los Angeles County is one of the desired outcomes of Measure A.



3. POLICIES, PART 2

Category 2 Policies

**Recommendations**

- Any High or Very High Need Study Area that successfully reduces park need and is determined to have Moderate need or better shall continue to receive Category 2 funds for the longest of the following three time periods:
  1. A minimum of five years after the need level has changed; or
  2. Upon the update of the PNA; or
  3. To the extent funds are used for bond service, until the bond matures
- Study Areas that improve to Moderate or better shall no longer be eligible for targeted funds in General Category 3 & 4 competitive grants, as these are targeted to High and Very High Need Study Areas only.



3. POLICIES, PART 2

Nonprofit M&S Allocation

**Measure Reference**

- Of funds dedicated to M&S, 4.5% are directed to eligible nonprofit organizations that own, operate, or both, parklands consistent with the resolution



3. POLICIES, PART 2

Nonprofit M&S Allocation

**Recommendations**

- Funds shall be distributed proportionally, subject to District approval, based on the ratio of the amount of funding available for distribution vs. the funding amount requested by eligible applicants.
- Proposed budgets shall be reviewed by RPOSD for accuracy and all applicants shall be subject to audit of M&S funds.





4. PUBLIC COMMENT

### Upcoming Meetings

All future meetings will be held at the LA River Center

- **Steering Committee Meeting #9**  
 March 1<sup>st</sup>, 9:30 am-12 noon  
 Discussion of Scoring Criteria Themes from January 11<sup>th</sup>  
 Steering Committee Meeting

**NOTE:** If you have background information that you would like to share with the Steering Committee prior to this discussion, please send to [jwuyek@placeworks.com](mailto:jwuyek@placeworks.com) by Tuesday, February 20<sup>th</sup>.

Background information includes reports, articles, white papers, research summaries, etc.

Please send in PDF format or hyperlink only.



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### Upcoming Meetings

All future meetings will be held at the LA River Center

- **Steering Committee Meeting #10**  
 March 15<sup>th</sup>, 9:30 am-12 noon  
 Project Status and Fund Distribution Tracking; Engagement
- **Meeting Previously Scheduled for March 29 is CANCELLED**
- **Steering Committee Meeting #11**  
 April 5, 9:30 am-12 noon  
 Competitive Grant Scoring Rubrics; Revised TAP; Revised  
 Community Engagement Requirements; Final Bonding Policy,  
 General Grantmaking Policy



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LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT



## MEMORANDUM

DATE September 14, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Bonding and Competitive Grants Calendar

The following materials are being provided to the Steering Committee for their review and feedback:

- **“Use of Measure A Funds – Bonding” Memo.** This memo focuses on bonding as a financing mechanism for projects under Measure A. It shows Categories 1 and 2 allocations to each Study Area assuming bonding.
- **Competitive Grant Funds Calendar.** Funding in the remaining Measure A categories (Categories 3, 4, and 5) will be allocated through an annual competitive grant process. The attached draft calendar shows when different competitive grants (General, Recreation Access, Youth and Veteran, and Cultural Facilities) would be available. The calendar shows the total amount of funds that would be available without bonding.



## MEMORANDUM

DATE September 14, 2017  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Use of Measure A Funds - Bonding

Measure A will potentially generate \$96 million per year to fund parks, open space, beaches, rivers protection, and water conservation projects throughout Los Angeles County. This memorandum explores how bonding and other financing mechanisms could be employed to bring forward annual revenue flows to pay for capital improvements up front.

Because bonding is the most commonly used and least costly means to bring funding forward, the majority of this memo covers the bonding process. Table 1 at the end of this memo provides examples illustrating the amount of annual debt service and the proceeds from bond issuance for each study area.

The memo describes relevant provisions of Measure A and how it allocates funding based in part on information from the 2016 *Los Angeles Countywide Comprehensive Parks and Recreation Needs Assessment Final Report* (PNA). This memo assumes the reader's familiarity with the PNA.

## 1. MEASURE A BACKGROUND

### 1.1 Special Tax Revenue

Approved by Los Angeles County voters on November 8, 2016, Measure A established a special tax on improved parcels at a rate of \$0.015 per square foot of structural improvements, excluding improvements for parking. As of the 2016 Assessor Tax Roll, there were 6,453,696,929 square feet of improvements subject to the special tax. Thus, the Measure A special tax would generate \$96,805,453.

The funds generated by the tax will first become available for expenditures beginning with the fiscal year starting July 1, 2018. The first collection of the tax will be based on the 2017 Assessor Tax Roll, so the actual amount collected may be higher than \$96.8 million estimated for this memo.

The measure allows, but does not require, the Board of Supervisors to adjust the rate of the tax by an amount up to the cumulative increases in the consumer price index from July 1, 2017 onward. Thus, in future years, the tax revenue generated by Measure A can be expected to increase from increases in improvement square footage and potential increases in the tax rate.

## 1.2 Annual Expenditures

### 1.2.1 Major Functional Groups

The funds generated by the special tax will be administered by the Regional Parks and Open Space District (RPOSD) to fund eligible project types described in the measure. The measure divides annual revenue into three major functional groups with specific percentage allocations:<sup>1</sup>

- + Projects and Programs [divided into five categories, see Section 1.2.2], 77.8 percent
- + Maintenance and Service, 15 percent
- + Administration and Planning, 7.2 percent

The measure does not identify debt service as an eligible use of funds for the second and third functional groups. Therefore, this memorandum restricts its review and analysis to the first functional group, projects and programs.

### 1.2.2 Expenditure Schedule for Projects and Programs

For the functional group Projects and Programs, the measure establishes five allocation categories. The data in parentheses indicate the percentage of total special tax revenue allocated to each category<sup>2</sup>:

- + Category 1: Community Based Park Investment Program (35 percent)
- + Category 2: Safe Parks, Healthy Communities, Urban Greening Program (13 percent)
- + Category 3: Protecting Open Spaces, Beaches, Watershed Program (13 percent)
- + Category 4: Regional Recreational Facilities, Trail and Accessibility Program (13 percent)
- + Category 5: Youth and Veteran Job Training Placement Opportunities (3.8 percent)

For Categories 1 and 2, the revenues are intended to be distributed to each study area based on the per capita and structural improvement formula. Category 1 includes all study areas; Category 2 includes only those study areas identified as high need and very high need in the 2016 Countywide Parks Needs Assessment.

For Category 3, Measure A requires RPOSD to prioritize the funding allocation to projects with the greatest regional benefit and projects addressing the greatest regional need. For Category 4, Measure A requires RPOSD to prioritize projects that provide linkages among various regional recreational assets. For Category 5, RPOSD will allocate funding to organizations, with a priority on areas of high need and very high need.

The measure ensures an annual allocation of revenue to each study area for Categories 1 and 2, and this annual allocation could be used to secure bond financing. RPOSD expects funding in the remaining categories to be allocated through an annual competitive grant process.

Nevertheless, Measure A clearly allows RPOSD to use funding from all five categories for debt service<sup>3</sup>. This memorandum focuses on the use of bonding for Categories 1 and 2, but the issues discussed herein would be applicable if RPOSD were to issue debt for projects in Categories 3, 4, or 5.

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<sup>1</sup> Measure A, Sections 6(e)(1)–(3)

<sup>2</sup> Measure A, Sections 5(b)(1)–(5)

<sup>3</sup> Measure A, Section 6(e)(1)



### 1.2.3 Per Capita and Structural Improvement Formula

Measure A establishes a per capita and structural improvement formula to determine the percentage of revenues allocated to each study area. Each study area's share of revenue is based on the study area's percentage share of the total population among study areas and its percentage share of total square footage of improvements (excluding parking) among study areas. The formula is weighted such that the allocation percentage equals two thirds the percentage share of population plus one third the percentage share of square footage of improvements ( $[\text{Per Capita} + \text{Per Capita} + \text{Structural Improvements}]/3$ ).

Table 1 provides preliminary estimates of the ratios derived from the per capita and structural improvement formula. These estimates are intended only for the purpose of illustrating how bonding could be applied to Measure A funds. The actual ratios that RPOSD will use to allocate Measure A funds will be determined by RPOSD at a later a date.

For allocation Category 1, all study areas are included, so the total population is the total countywide population and the total structural improvements is the total countywide square footage of improvements. For allocation Category 2, only high and very high need study areas are included, so the total population is the total population across the high and very high need study areas and the total improvements is the total square footage of improvements across the high and very high need study areas.

Study Area 82, which consists of the area within the City of Alhambra provides an example. The study area's population, 84,903, is 0.84 percent of the countywide population, 10,069,287. The total non-parking improvements in the study area, 45,795,666 square feet, is 0.73 percent of the total countywide non-parking improvements, 6,305,293,386 square feet. Thus, study area 82 would receive  $(0.84 + 0.84 + 0.73) \div 3$ , or 0.80 percent, of the Category 1 allocation.

For Category 2, the study area's population is 1.60 percent of the total population across high-need and very high-need study areas, 5,294,919. The total non-parking improvements in the study area is 1.69 percent of the total non-parking improvements across the high-need and very high-need study areas, 2,713,174,198 square feet. Thus, study area 82 would receive  $(1.60 + 1.60 + 1.69) \div 3$ , or 1.63 percent, of the Category 2 allocation.

## 2. FINANCING MECHANISMS GENERALLY

There are two ways that local governments can pay for projects and programs: pay-as-you-go funding and borrowing. An example of each is provided below.

A local government whose highest parks and recreation priority is repairing and upgrading existing facilities could use its annual Measure A Category 1 allocation to fund the repairs and upgrades. Depending on the extent of improvements, pay-as-you-go funding could take several years. However, all the revenue would go toward improvements, and none would go to interest payments. The local government also could supplement the Measure A revenue allocation with its general fund and with grants from other governmental agencies and nongovernmental organizations.

A local government whose highest parks and recreation priority is the construction of a new community center and public swimming pool would likely find that it is not practical to spread the construction out of the many years it would take to pay the cost with the annual Measure A allocation alone. The local government would most likely need to rely on borrowed money to pay for the improvement. The community would benefit early on from the new facility, but most, if not all, of the study area's Measure

A special tax allocation would be used for debt service. In addition, a third of the Measure A revenue would be used for interest payments and other financing costs.

## **2.1 Bonding**

Issuing bonds is the most common way governmental agencies borrow money to finance expensive projects.

Borrowing, or debt financing, is accomplished by issuing bonds to pay for specific projects or services. A bond is a debt instrument bearing a stated rate of interest that matures on a certain date, at which time a fixed sum of money plus interest is payable to the bondholder. Bond issuance is often structured with a series of bonds, in which case a different bond matures in each year over 20- to 30-year period.

Municipal bonds are very attractive to certain investors because they carry a lower risk of default than similar investment-grade corporate bonds and because the interest earned by the investor is exempt from federal and state taxes. Consequently, investors will accept a lower interest rate on tax-exempt issues, which reflects their reduced tax burden. This lower rate reduces borrowing costs for state and local governments by approximately 25 percent.

Municipal securities consist of both short-term issues (often called notes, which typically mature in one year or less) and long-term issues (commonly known as bonds, which mature in more than one year). Short-term notes are used by an issuer to raise money for a variety of reasons, but are not applicable to the present discussion of forwarding Measure A special tax revenues.

In the case of Measure A, Los Angeles County would most likely issues on behalf of RPOSD, as with previous RPOSD bonds. The office of the Los Angeles County Treasure and Tax Collector (TTC) oversees bond sales for the County, and was consulted in the preparation of this memo.

### **2.1.1 Key Terms**

#### **Principal**

The amount that the municipality is borrowing up front, also called the “par”.

#### **Maturity**

Maturity is the date when the principal will be paid back. There are two kinds of bond maturities – term bonds mature on a single date, while serial bonds have maturities that are staggered over single years. Serial bonds are less risky for investors because they quickly begin getting principal back, and it’s cheaper for issuers because they only pay interest on the principal they have left. Usually, the final maturity is between 21 and 26 years after the bond issue.

#### **Coupon**

The coupon is the amount of interest paid to bondholders on an annual or semiannual basis. The coupon can be fixed or variable.

#### **Callability**

If a bond has a call provision, it may be “called” or paid off earlier than the maturity date, at a slight premium to par.

### **Revenue Bond**

Revenue bonds are paid back using revenue made from the project. For example, UC school bonds are paid back using tuition, multi-family housing bonds can be paid back using rent, and toll roads can be paid back using tolls. Bonding under Measure A would be revenue bonds because revenue from the special tax would be pledged for bond repayment.

### **Serial Bond**

A series of bonds which mature in consecutive years or other intervals and are not subject to sinking fund provisions.

### **Term Bond**

Bonds that come due in a single maturity. The issuer usually must make payments into a sinking fund to provide for redemption of the bonds before maturity or for payment at maturity.

## **2.1.2 Key People**

There are several important roles and responsibilities in municipal bonding. For present purposes, it is likely that County staff would fill these roles, as indicated below.

### **Municipal Issuer**

The agency raising money through bonds. For Measure A, the County of Los Angeles would be the municipal issuer. Measure A authorizes the RPOSD to issue bonds. It may appear to be a matter of semantics, the RPOSD would be a distinct and separate entity when issuing bonds, although the same Measure A special tax would be used to secure repayment of bonds whether issued by the County or by the RPOSD. Because it would take time for the RPOSD to establish a credit rating and be certified, it is likely that at least the initial bond issuance will be through the County of Los Angeles.

### **Municipal Advisor**

Acts in the interest of and advises the municipal issuer, and serves as the liaison between the municipality, underwriters, and credit rating agency. Utilization of a municipal advisor became more common following the Dodd-Frank Wall Street Reform and Consumer Protection Act which requires issuers to appoint a municipal advisor or file to opt out.

### **Bond Counsel**

Legal professionals who verify the legal details and ensure the issuance complies with all applicable laws and regulations. They also draft the core documentation. The County Counsel of Los Angeles County may provide some early assistance in the bonding process, the County would retain outside counsel to serve as the official bond counsel for bond issuance.

### **Underwriter**

Publicly administers the issuance and distributes the bonds, and serve as the bridge between the buy and sell side of the bonds. The underwriter will decide the price, return, and time span of the bonds.

### **Brokers**

Brokers are the step between the underwriter and the bond holders. The distribution and sale of bonds relies on a legacy system that requires tremendous overhead, and so most sales are made only to high net worth individuals and organizations that will buy large quantities of bonds.

### **Bond Holder**

Can purchase bonds at time of issuance or from other bond holders at some time after issuance. The bond holder receives payments over time, composed of interest on the invested principal (or loan) and a return of the principal itself.

## **2.2 Certificates of Participation**

Certificates of participation (COPs) can be used to finance capital projects. COPs are sold to investors in much the same way as tax-exempt municipal bonds, and the interest earned by investors is generally exempt from taxation. COPs are typically used when local governments want to avoid a public vote, as is required for the issuance of general obligation bonds.

Because Measure A authorizes RPOSD to issue bonds and to use the special tax revenue to repay the bonds, no further public vote is necessary. Thus, COPs would have no benefit over straight-forward municipal bonding for Measure A projects.

## **2.3 Short-Term Notes and Loans**

Short-term notes, commercial paper, and loans are financing mechanisms that local governments use to bridge the gap between the immediate opportunity for a desired project and the length of time needed to secure long-term bond financing. Short-term financing is more expensive, i.e., a larger percentage of the special tax revenue will be spent on interest and financing costs, than bonding. It seems unlikely that RPOSD will need to use short-term financing for projects funded under Measure A.

One exception may be for land acquisition for new park development. Oftentimes, opportunities to purchase land at affordable prices are time-constrained decisions. This is especially true in many Los Angeles County communities that are mostly built out. RPOSD may want to explore opportunities for short-term financing as part of a strategy to facilitate land acquisition for new parks.

# **3. MEASURE A BONDING - KEY ISSUES**

## **3.1 Identification of Projects**

Projects to be funded with bonds will need to be specified prior to the issuance of bonds. Not every municipally-issued bond is exempt from taxes. As part of the issuance process, the bond counsel will certify that the projects being funded qualify the interest paid on the bonds to be exempt from taxes.

This does not mean that projects cannot change. However, RPOSD will need to have a policy on the level of project description necessary for proposed projects to be included in a bond issuance.

### 3.2 Timely Completion of Projects

RPOSD will need to establish a policy on the readiness of proposed projects to proceed to construction as a prerequisite for inclusion in a bond issuance because projects will need to be completed within three years to comply with requirements.

A key advantage for investors in municipal bonds is that the interest payments they receive are exempt from taxes. The interest rate paid on these bonds will be lower than the interest that the County may earn when it invests the bond proceeds until they are actually spent. The difference between the interests the County earns on the short-term investment of the bond proceeds and the interests the County pays on the bonds is known as arbitrage. For the interests paid on bonds to be exempt from taxes, federal regulations limit arbitrage. While the Los Angeles County Treasurer and Tax Collector (TTC) will bear some responsibility for complying with arbitrage requirements for invested bond proceeds, a key factor in compliance will be completing projects within three years.

### 3.3 Changing Allocation Ratios

Study areas that experience a decline in their percentage share of population and/or their percentage share of total non-parking improvement square footage could see a reduction in their percentage share of Category 1 and 2 funds. Hopefully, the annual increase in countywide improvement square footage will outpace the possible declines in study area percentages so that no study area will experience an absolute decrease in the annual dollar amount of allocations. However, it is theoretically possible that actual dollar allocations could decrease from year to year in some study areas, affecting their individual ability to pay their share of the debt service.

The overall Measure A special tax revenue will be available for RPOSD to make debt service payments, so this should not be an issue with bond issuance. The overall special tax revenue would only decline if there were a decrease in the total improved square footage across Los Angeles County.

However, it is possible that the allocation to a study area could decline below the level of debt service attributable to that study area. RPOSD may want to consider a policy that limits the percentage of an individual study area's allocation that can be used for debt service in order to avoid problems should that allocation decline.

## 4. EXAMPLES OF POTENTIAL BONDING PROCEEDS

Table 1 provides two examples to illustrate the amount of funding that could be brought forward through bonding against Measure A special tax revenue for allocation Categories 1 and 2. The first example generates the minimum bond issuance recommended by the TTC, \$100 million. The second illustrates the bonding proceeds if the total anticipated Category 1 and 2 revenues were used for debt service.

The data in Table 1 assume that every study area participates in the bond issuance. In practice, not every study area will participate, and some study areas may only use a portion of their Category 1 and 2 allocation for debt service, reserving the remainder for pay-as-you-go projects. In order to issue the minimum \$100 million in bonds, RPOSD will need a sufficient number of study areas with more than the minimum amount shown in Table 1 or a combination of such study areas and projects under Categories 3, 4, and 5.

Agencies wishing to participate in the bond issuance can expect to receive between 14.2 and 15.9 times their annual allocation, depending on the specifics of the bonding amount and maturity date (refer to Sections 4.1 and 4.2 for additional information). For example, a city with an annual allocation of \$100,000 could expect to receive between \$1.42 million and \$1.59 million if they participated in the bond issuance. RPOSD would then be responsible for making annual payments on these funds until the bond reaches maturity (20 to 25 years, depending on the specifics of the bond).

Finally, it is important to note that even for study areas that use their entire Category 1 and 2 revenue stream for bonding, additional revenue may be available for pay-as-you-go projects in subsequent years if the countywide total improvement square footage increases and, hence, the Measure A special tax revenue increases.

Table 2 provides bonding samples provided by the TTC. The data in Table 1 are based on the data in Table 2. The maturity for the bonds will be based on the actual projects that are proposed and may be as long as 30 years. The data provided by TTC and the two examples use 20- and 25-year maturities. The data provided by TTC use a base case reflecting current interest rates and cases with interest rates increased by 100 basis points to reflect what market conditions might be when bonds are issued in the future. The two examples are based on the current interest rates plus 100 basis points.

## 4.1 Minimum Bonding Amount

The TTC has indicated that the most efficient use of bonding is a minimum of \$100 million in proceeds. A \$100,761,002.85 serial bond issuance with maturity over 20 years would generate \$100 million in proceeds. The largest annual debt service payment would be \$7,040,625.00, out of the total Category 1 and 2 allocation of \$45,537,286. The proceeds equal 14.2 times the maximum annual debt service, and the debt service represents 15.5 percent of the annual Category 1 and 2 allocation.

Table 1 provides the estimated largest annual debt service and the estimated bond proceeds for each study area, based on \$100 million bond proceeds, a 20-year maturity, and true interest cost of 3.65 percent.

## 4.2 Maximum Bonding Amount

The Category 1 and 2 allocation preliminarily estimated for the first year of collection of the Measure A special tax is \$45,537,286. The second example in Table 2 estimates the bond proceeds if the entire Category 1 and 2 allocation were pledged to repay the debt.

A \$729,781,236.17 serial bond issuance with maturity over 25 years would generate \$726,180,000.00 in bond proceeds. The largest annual debt service would be \$45,537,286.00. The proceeds equal 15.9 times the maximum annual debt service, and the debt service equals 100 percent of the annual Category 1 and 2 allocation. For future planning, RPOSD may use a multiplier lower than 15.9 to limit the maximum amount of Category 1 and 2 revenue that can be used for debt services, as discussed in Section 3.3.

Table 1 provides the estimated largest annual debt service and the estimated bond proceeds for each study area based on \$726 million bond proceeds, 25-year maturity, and true interest cost of 3.93 percent.

**Table 1: Category 1 and 2 Allocation Ratios and Example Bond Proceeds and Debt Service, By Study Area**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
Agoura Hills	Very Low	0.2%	0.0%	81,293	12,569	178,519	81,293	1,296,371
Alhambra	High	0.8%	1.6%	468,266	72,400	1,028,313	468,266	7,467,401
Arcadia	Low	0.6%	0.0%	214,229	33,122	470,447	214,229	3,416,295
Artesia	High	0.2%	0.3%	91,126	14,089	200,113	91,126	1,453,184
Avalon / UI Channel Islands North	Very Low	0.0%	0.0%	14,549	2,249	31,950	14,549	232,016
Azusa	Moderate	0.4%	0.0%	148,172	22,909	325,386	148,172	2,362,890
Baldwin Park	Very High	0.7%	1.3%	382,706	59,171	840,423	382,706	6,102,982
Bell	Very High	0.3%	0.6%	181,022	27,988	397,524	181,022	2,886,741
Bell Gardens	Very High	0.3%	0.7%	200,165	30,948	439,562	200,165	3,192,010
Bellflower	Very High	0.7%	1.4%	392,675	60,712	862,314	392,675	6,261,955
Beverly Hills	Moderate	0.5%	0.0%	170,411	26,348	374,222	170,411	2,717,527
Bradbury / UI Bradbury	Very Low	0.0%	0.0%	5,756	890	12,640	5,756	91,791
Burbank	Low	1.2%	0.0%	388,437	60,057	853,009	388,437	6,194,379
Calabasas	Very Low	0.3%	0.0%	96,403	14,905	211,702	96,403	1,537,335
Carson	High	1.1%	2.2%	627,689	97,048	1,378,407	627,689	10,009,713
Cerritos / UI Cerritos	Low	0.6%	0.0%	195,664	30,252	429,679	195,664	3,120,246
Claremont / UI Claremont	Low	0.4%	0.0%	135,090	20,887	296,657	135,090	2,154,265
Commerce	Moderate	0.4%	0.0%	117,263	18,130	257,510	117,263	1,869,986
Compton	High	0.9%	1.8%	526,882	81,463	1,157,035	526,882	8,402,158
Covina	Moderate	0.5%	0.0%	162,057	25,056	355,879	162,057	2,584,320
Cudahy	Very High	0.2%	0.4%	112,336	17,369	246,690	112,336	1,791,412
Culver City	Moderate	0.5%	0.0%	154,370	23,868	338,998	154,370	2,461,733
Diamond Bar	Low	0.6%	0.0%	193,763	29,958	425,504	193,763	3,089,925
Downey	High	1.1%	2.2%	625,862	96,766	1,374,395	625,862	9,980,580
Duarte	Low	0.2%	0.0%	70,073	10,834	153,880	70,073	1,117,446
El Monte	Very High	1.0%	2.0%	582,303	90,031	1,278,739	582,303	9,285,947

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
El Segundo	Low	0.3%	0.0%	101,779	15,736	223,506	101,779	1,623,057
Gardena	High	0.6%	1.2%	354,993	54,886	779,566	354,993	5,661,054
Glendale - Northside	Low	1.1%	0.0%	375,954	58,127	825,595	375,954	5,995,306
Glendale - Southside	Very High	0.8%	1.7%	486,200	75,173	1,067,697	486,200	7,753,402
Glendora / UI Glendora	Low	0.5%	0.0%	175,926	27,200	386,335	175,926	2,805,484
Hawaiian Gardens	Moderate	0.1%	0.0%	39,960	6,178	87,752	39,960	637,237
Hawthorne	Very High	0.8%	1.6%	471,857	72,955	1,036,198	471,857	7,524,666
Hermosa Beach	Moderate	0.2%	0.0%	70,271	10,865	154,316	70,271	1,120,612
Hidden Hills	Not Participating	0.0%	0.0%	9,976	1,542	21,907	9,976	159,087
Huntington Park	Very High	0.5%	1.0%	294,474	45,529	646,666	294,474	4,695,962
Industry	Very Low	0.4%	0.0%	127,836	19,765	280,727	127,836	2,038,586
Inglewood	Very High	1.0%	2.1%	599,346	92,666	1,316,166	599,346	9,557,736
Irwindale	Very Low	0.1%	0.0%	27,752	4,291	60,943	27,752	442,560
LA Arleta - Pacoima	High	0.9%	1.8%	510,950	78,999	1,122,048	510,950	8,148,086
LA Baldwin Hills - Leimert - Hyde Park	High	0.8%	1.6%	454,494	70,270	998,070	454,494	7,247,788
LA Bel Air - Beverly Crest/ UN Hollywood Hills	Very Low	0.3%	0.0%	102,404	15,833	224,880	102,404	1,633,036
LA Boyle Heights	Very High	0.8%	1.6%	451,021	69,733	990,444	451,021	7,192,408
LA Brentwood - Pacific Palisades	Moderate	0.7%	0.0%	248,374	38,402	545,430	248,374	3,960,806
LA Canada Flintridge	Very Low	0.2%	0.0%	81,304	12,571	178,543	81,304	1,296,543
LA Canoga Park - Winnetka	Very High	0.9%	1.7%	494,977	76,529	1,086,970	494,977	7,893,360
LA Central City	Very High	0.8%	1.8%	498,927	77,140	1,095,644	498,927	7,956,351
LA Central City North	High	0.3%	0.6%	171,080	26,451	375,691	171,080	2,728,194
LA Chatsworth - Porter Ranch / UI Chatsworth	Low	1.2%	0.0%	389,340	60,197	854,992	389,340	6,208,781
LA Encino - Tarzana	Moderate	0.9%	0.0%	287,551	44,459	631,463	287,551	4,585,557
LA Exposition Park - University Park - Vermont Sq	Very High	1.5%	3.0%	858,224	132,692	1,884,662	858,224	13,686,036
LA Granada Hills - Knollwood	Moderate	0.6%	0.0%	203,993	31,540	447,970	203,993	3,253,070
LA Harbor Gateway	High	0.4%	0.9%	261,654	40,455	574,593	261,654	4,172,578



**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
LA Hollywood - North	Moderate	1.1%	0.0%	361,479	55,889	793,808	361,479	5,764,478
LA Hollywood - South	Very High	1.0%	2.1%	596,885	92,286	1,310,760	596,885	9,518,479
LA Mission Hills - Panorama City - North Hills	Very High	1.3%	2.6%	755,630	116,830	1,659,366	755,630	12,049,981
LA North Hollywood - Valley Village	Very High	1.3%	2.7%	781,118	120,770	1,715,336	781,118	12,456,430
LA Northeast Los Angeles - North	Moderate	1.3%	0.0%	447,806	69,236	983,384	447,806	7,141,138
LA Northeast Los Angeles - South	Moderate	0.8%	0.0%	279,030	43,141	612,750	279,030	4,449,670
LA Northridge	High	0.7%	1.4%	401,770	62,119	882,289	401,770	6,407,003
LA Palms - Mar Vista - Del Rey	Very High	1.1%	2.2%	637,179	98,516	1,399,247	637,179	10,161,051
LA Reseda - West Van Nuys	High	1.0%	2.1%	610,699	94,422	1,341,096	610,699	9,738,768
LA San Pedro / Port of Los Angeles / UI La Rambla	Moderate	0.8%	0.0%	259,770	40,164	570,455	259,770	4,142,531
LA Sherman Oaks - Studio City / UI Universal City	Low	1.0%	0.0%	318,468	49,239	699,357	318,468	5,078,588
LA Silver Lake - Echo Park - Elysian Valley	Moderate	0.7%	0.0%	220,766	34,133	484,803	220,766	3,520,543
LA South Los Angeles	Very High	0.9%	1.9%	540,135	83,512	1,186,138	540,135	8,613,500
LA Southeast Los Angeles	Very High	1.3%	2.5%	721,137	111,497	1,583,620	721,137	11,499,930
LA Southeast Los Angeles - North	Very High	1.2%	2.4%	692,453	107,062	1,520,629	692,453	11,042,506
LA Sun Valley - La Tuna Canyon	High	0.9%	1.8%	514,252	79,510	1,129,298	514,252	8,200,740
LA Sunland-Tujunga-Lake View Terr-Shadow Hills	Low	0.6%	0.0%	198,859	30,746	436,695	198,859	3,171,195
LA Sylmar	Moderate	0.7%	0.0%	244,260	37,766	536,396	244,260	3,895,201
LA Valley Glen - North Sherman Oaks	High	0.8%	1.6%	456,091	70,517	1,001,577	456,091	7,273,249
LA Van Nuys - North Sherman Oaks	Very High	0.8%	1.6%	463,426	71,651	1,017,684	463,426	7,390,220
LA Venice	Very High	0.4%	0.8%	230,271	35,603	505,677	230,271	3,672,122
LA West Adams	Very High	0.9%	1.7%	504,018	77,927	1,106,825	504,018	8,037,541
LA West Hills - Woodland Hills / UI Canoga Park	Moderate	1.1%	0.0%	355,340	54,940	780,329	355,340	5,666,590
LA West Los Angeles	High	1.0%	2.0%	572,906	88,578	1,258,103	572,906	9,136,095
LA Westchester - Playa del Rey / LAX	High	0.7%	1.4%	408,550	63,167	897,177	408,550	6,515,119
LA Westlake	Very High	1.0%	2.0%	585,058	90,457	1,284,788	585,058	9,329,876
LA Westwood / UI Sawtelle VA Center	Very High	0.6%	1.1%	327,194	50,588	718,519	327,194	5,217,739

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
LA Wilmington - Harbor City / LA Port of LA	Moderate	0.7%	0.0%	234,339	36,232	514,609	234,339	3,736,989
LA Wilshire - Koreatown	Very High	1.5%	3.1%	889,752	137,567	1,953,898	889,752	14,188,817
LA Wilshire - West	High	1.4%	2.9%	812,826	125,673	1,784,967	812,826	12,962,075
La Habra Heights	Very Low	0.1%	0.0%	21,799	3,370	47,872	21,799	347,635
La Mirada	Moderate	0.5%	0.0%	175,867	27,191	386,205	175,867	2,804,545
La Puente	High	0.3%	0.7%	196,298	30,350	431,070	196,298	3,130,345
La Verne / UI La Verne/ UI Claremont	Very Low	0.4%	0.0%	118,117	18,262	259,385	118,117	1,883,598
Lakewood / UI Lakewood	Low	0.8%	0.0%	252,697	39,070	554,922	252,697	4,029,736
Lancaster - Eastside	Moderate	0.6%	0.0%	206,468	31,923	453,405	206,468	3,292,534
Lancaster - Westside	Moderate	1.0%	0.0%	320,581	49,566	703,997	320,581	5,112,289
Lawndale	Very High	0.3%	0.6%	164,810	25,482	361,923	164,810	2,628,214
Lomita	Moderate	0.2%	0.0%	64,521	9,976	141,688	64,521	1,028,911
Long Beach Central	Low	0.4%	0.0%	118,075	18,256	259,294	118,075	1,882,940
Long Beach East / UI Long Beach	Low	0.8%	0.0%	262,941	40,654	577,420	262,941	4,193,106
Long Beach North	High	0.8%	1.6%	456,476	70,577	1,002,422	456,476	7,279,389
Long Beach South	High	1.8%	3.6%	1,025,154	158,501	2,251,240	1,025,154	16,348,055
Long Beach West	Very High	0.7%	1.4%	401,297	62,045	881,249	401,297	6,399,452
Lynwood/ UI Lynwood	High	0.6%	1.2%	342,470	52,950	752,064	342,470	5,461,339
Malibu	Very Low	0.2%	0.0%	57,909	8,954	127,169	57,909	923,477
Manhattan Beach	Low	0.4%	0.0%	140,005	21,647	307,452	140,005	2,232,653
Maywood	Very High	0.2%	0.4%	126,652	19,582	278,129	126,652	2,019,718
Monrovia	Low	0.4%	0.0%	126,866	19,615	278,599	126,866	2,023,129
Montebello	Moderate	0.6%	0.0%	207,141	32,027	454,882	207,141	3,303,264
Monterey Park	Moderate	0.6%	0.0%	199,616	30,863	438,357	199,616	3,183,261
Norwalk	High	0.9%	1.9%	535,264	82,758	1,175,441	535,264	8,535,818
Palmdale - Eastside / UI South Antelope Valley	Low	0.9%	0.0%	300,766	46,502	660,484	300,766	4,796,302
Palmdale - Westside	Low	0.6%	0.0%	210,061	32,478	461,294	210,061	3,349,822

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
Palos Verdes Estates	Very Low	0.2%	0.0%	57,936	8,958	127,228	57,936	923,906
Paramount	Very High	0.5%	1.0%	290,336	44,890	637,579	290,336	4,629,968
Pasadena - Eastside / UI Kinneloa Mesa	Moderate	0.6%	0.0%	207,092	32,019	454,774	207,092	3,302,477
Pasadena - Westside	Moderate	0.9%	0.0%	311,173	48,111	683,336	311,173	4,962,250
Pico Rivera	Low	0.6%	0.0%	197,192	30,488	433,035	197,192	3,144,613
Pomona - Northside	Moderate	0.8%	0.0%	263,595	40,755	578,856	263,595	4,203,533
Pomona - Southside	Moderate	0.6%	0.0%	209,468	32,386	459,993	209,468	3,340,374
Rancho Palos Verdes	Very Low	0.5%	0.0%	160,444	24,807	352,336	160,444	2,558,593
Redondo Beach	Moderate	0.7%	0.0%	241,571	37,350	530,490	241,571	3,852,313
Rolling Hills	Not Participating	0.0%	0.0%	9,148	1,414	20,089	9,148	145,886
Rolling Hills Estates / UI Westfield	Very Low	0.1%	0.0%	42,148	6,517	92,557	42,148	672,128
Rosemead	Moderate	0.5%	0.0%	161,428	24,959	354,496	161,428	2,574,276
San Dimas / UI San Dimas	Very Low	0.4%	0.0%	124,012	19,174	272,330	124,012	1,977,606
San Fernando	High	0.2%	0.5%	129,535	20,028	284,460	129,535	2,065,690
San Gabriel	Moderate	0.4%	0.0%	126,789	19,603	278,428	126,789	2,021,890
San Marino	Very Low	0.2%	0.0%	54,263	8,390	119,163	54,263	865,336
Santa Clarita - North	Moderate	1.3%	0.0%	424,878	65,691	933,034	424,878	6,775,505
Santa Clarita - South	Moderate	1.0%	0.0%	324,638	50,193	712,907	324,638	5,176,987
Santa Fe Springs	Low	0.4%	0.0%	144,969	22,414	318,352	144,969	2,311,812
Santa Monica	Moderate	1.1%	0.0%	352,177	54,451	773,381	352,177	5,616,139
Sierra Madre	Very Low	0.1%	0.0%	39,551	6,115	86,854	39,551	630,719
Signal Hill	Very Low	0.1%	0.0%	45,670	7,061	100,290	45,670	728,289
South El Monte/ UI El Monte/ UI Whittier Narrows	Low	0.2%	0.0%	81,852	12,655	179,747	81,852	1,305,288
South Gate	Very High	0.8%	1.7%	481,402	74,431	1,057,161	481,402	7,676,889
South Pasadena	Low	0.3%	0.0%	87,950	13,598	193,139	87,950	1,402,533
Temple City	High	0.3%	0.7%	200,770	31,042	440,892	200,770	3,201,671
Torrance - North	High	0.7%	1.5%	422,858	65,379	928,597	422,858	6,743,289

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
Torrance - South	Low	0.9%	0.0%	293,749	45,417	645,074	293,749	4,684,398
UI Acton/ UI South Antelope Valley	Very Low	0.1%	0.0%	40,681	6,290	89,335	40,681	648,730
UI Agua Dulce-Angeles NF-Canyon Country	Low	0.1%	0.0%	32,374	5,005	71,094	32,374	516,273
UI Altadena	Low	0.4%	0.0%	138,774	21,456	304,747	138,774	2,213,012
UI Angeles National Forest	Low	0.0%	0.0%	7,849	1,214	17,236	7,849	125,167
UI Azusa	Moderate	0.2%	0.0%	50,256	7,770	110,362	50,256	801,424
UI Bassett-West Puente Valley	Very High	0.2%	0.4%	115,050	17,788	252,651	115,050	1,834,699
UI Castaic	Moderate	0.4%	0.0%	128,239	19,827	281,613	128,239	2,045,015
UI Charter Oak Islands	High	0.2%	0.3%	99,706	15,416	218,956	99,706	1,590,011
UI Compton	Low	0.1%	0.0%	37,736	5,834	82,868	37,736	601,772
UI Covina Islands	Moderate	0.0%	0.0%	15,350	2,373	33,709	15,350	244,785
UI Covina-San Dimas	Low	0.0%	0.0%	15,914	2,460	34,947	15,914	253,777
UI Del Aire	High	0.1%	0.2%	54,098	8,364	118,800	54,098	862,702
UI East Los Angeles - Northwest	Very High	0.6%	1.1%	320,562	49,563	703,954	320,562	5,111,975
UI East Los Angeles - Southeast	Very High	0.5%	0.9%	269,495	41,667	591,812	269,495	4,297,617
UI East Rancho Dominguez	Very High	0.1%	0.2%	70,394	10,884	154,585	70,394	1,122,562
UI East San Gabriel/ UI Arcadia	Very High	0.2%	0.4%	127,556	19,722	280,114	127,556	2,034,133
UI Florence-Firestone	Very High	0.5%	1.0%	297,109	45,937	652,452	297,109	4,737,976
UI Hacienda Heights-Whittier	Low	0.6%	0.0%	193,497	29,917	424,919	193,497	3,085,679
UI Hawthorne/ UI Alondra Park	Very High	0.1%	0.2%	55,177	8,531	121,168	55,177	879,900
UI La Crescenta - Montrose	Very Low	0.2%	0.0%	64,032	9,900	140,615	64,032	1,021,120
UI Ladera Heights / View Park - Windsor Hills	Very Low	0.2%	0.0%	65,702	10,158	144,282	65,702	1,047,747
UI Lake LA\ UI Pearblossom\UI Liano\UI Valyermo	Very Low	0.1%	0.0%	45,440	7,026	99,787	45,440	724,630
UI Lennox	Very High	0.2%	0.4%	104,307	16,127	229,057	104,307	1,663,369
UI Leona Valley/ UI Lake Hughes	Low	0.0%	0.0%	12,163	1,880	26,709	12,163	193,955
UI Littlerock	Very Low	0.1%	0.0%	27,804	4,299	61,059	27,804	443,396
UI Malibu	Low	0.1%	0.0%	20,398	3,154	44,794	20,398	325,283

**Table 1 continued**

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
UI Marina del Rey	Moderate	0.1%	0.0%	17,235	2,665	37,847	17,235	274,840
UI Monrovia	Low	0.1%	0.0%	47,213	7,300	103,679	47,213	752,898
UI Northeast Antelope Valley	Very Low	0.1%	0.0%	27,244	4,212	59,828	27,244	434,461
UI Northwest Antelope Valley	Low	0.1%	0.0%	17,616	2,724	38,684	17,616	280,915
UI Pellissier Village-Avocado Heights	Very Low	0.1%	0.0%	49,032	7,581	107,675	49,032	781,912
UI Quartz Hill-Lancaster	Moderate	0.2%	0.0%	60,514	9,356	132,890	60,514	965,019
UI Rowland Heights	Moderate	0.5%	0.0%	171,043	26,445	375,612	171,043	2,727,617
UI San Jose Hills	Moderate	0.2%	0.0%	54,801	8,473	120,343	54,801	873,907
UI San Pasqual/ UI East Pasadena	Very Low	0.1%	0.0%	29,748	4,599	65,326	29,748	474,386
UI Santa Monica Mountains/ UI Triunfo Canyon	Very Low	0.1%	0.0%	27,082	4,187	59,472	27,082	431,874
UI South Whittier/ UI East La Mirada	Moderate	0.6%	0.0%	193,305	29,887	424,499	193,305	3,082,624
UI Stevenson/Newhall Ranch	Very Low	0.2%	0.0%	74,681	11,547	163,999	74,681	1,190,928
UI Sunrise Village-S. San Gabriel-Whittier Narrows	Low	0.1%	0.0%	27,129	4,195	59,576	27,129	432,627
UI Topanga Canyon / Topanga	Very Low	0.1%	0.0%	26,722	4,132	58,682	26,722	426,135
UI Valinda	Moderate	0.2%	0.0%	64,178	9,923	140,934	64,178	1,023,437
UI Walnut Park	Very High	0.1%	0.3%	74,060	11,451	162,636	74,060	1,181,027
UI West Athens-Westmont	Very High	0.3%	0.7%	200,916	31,064	441,212	200,916	3,203,996
UI West Carson	High	0.2%	0.4%	125,788	19,448	276,231	125,788	2,005,936
UI West Rancho Dominguez	Very Low	0.1%	0.0%	32,773	5,067	71,969	32,773	522,622
UI West Whittier - Los Nietos	Low	0.2%	0.0%	74,652	11,542	163,935	74,652	1,190,466
UI Willowbrook	High	0.4%	0.7%	206,093	31,865	452,581	206,093	3,286,553
Vernon / UI Vernon	Very Low	0.3%	0.0%	85,100	13,158	186,881	85,100	1,357,092
Walnut	Very Low	0.3%	0.0%	105,252	16,273	231,134	105,252	1,678,452
West Covina	Moderate	1.0%	0.0%	340,068	52,579	746,790	340,068	5,423,037
West Hollywood	Very High	0.4%	0.9%	241,692	37,368	530,755	241,692	3,854,239
Westlake Village	Very Low	0.1%	0.0%	42,464	6,565	93,252	42,464	677,174
Whittier	Low	0.8%	0.0%	282,131	43,621	619,560	282,131	4,499,119

Table 1 continued

Study Area Name	Need Category	Category 1 Allocation Ratio (Estimate)	Category 2 Allocation Ratio (Estimate)	Categories 1 & 2 Allocation (Estimate)	\$100M   20 years   3.65%		\$726 M   25 years   3.93%	
					Maximum Annual Debt Service	Bond Proceeds	Maximum Annual Debt Service	Bond Proceeds
<b>TOTAL</b>		100.0%	100.0%	45,537,286	7,040,625	100,000,000	45,537,286	726,180,000

**Table 2: Bonding Scenarios Analysis**

General Assumptions:

- + Issue Date: 7/3/2017
- + Credit Rating: AAA
- + Reserve Fund: None
- + UW Discount: \$4/bond
- + Rates as of: 6/28/2017

<b>Group 1: \$100 million deposit</b>				
	A. 20 years, Base Case	B. 25 years, Base Case	C. 20 years, + 100bps	D. 25 years, + 100bps
<b>Sources</b>				
Par	\$ 82,830,000.00	\$ 83,245,000.00	\$ 88,995,000.00	\$ 89,720,000.00
Premium	17,901,358.15	17,489,193.70	11,766,002.85	11,042,009.85
Total	\$ 100,731,358.15	\$ 100,734,193.70	\$ 100,761,002.85	\$ 100,762,009.85
<b>Uses</b>				
Project Fund	\$ 100,000,000.00	\$ 100,000,000.00	\$ 100,000,000.00	\$ 100,000,000.00
COI + Add'l Proceeds	400,038.15	401,213.70	405,022.85	403,129.85
UW Discount	331,320.00	332,980.00	355,980.00	358,880.00
Total	\$ 100,731,358.15	\$ 100,734,193.70	\$ 100,761,002.85	\$ 100,762,009.85
True Interest Cost	2.884750%	3.251610%	3.652970%	3.932230%
Total D/S	\$ 134,103,616.67	\$ 148,922,188.89	\$ 144,080,966.67	\$ 160,506,327.78
Maximum Annual D/S	\$ 6,553,625.00	\$ 5,835,250.00	\$ 7,040,625.00	\$ 6,289,875.00
<b>Other Assumptions:</b>	\$400,000 COI			

Table 2 continued

<b>Group 2: \$200 million deposit</b>				
	A. 20 years, Base Case	B. 25 years, Base Case	C. 20 years, + 100bps	D. 25 years, + 100bps
<b>Sources</b>				
Par	\$165,415,000.00	\$166,240,000.00	\$177,720,000.00	\$179,165,000.00
Premium	35,749,293.05	34,926,398.60	23,495,868.70	22,051,820.35
Total	\$ 201,164,293.05	\$ 201,166,398.60	\$ 201,215,868.70	\$ 201,216,820.35
<b>Uses</b>				
Project Fund	\$200,000,000.00	\$200,000,000.00	\$200,000,000.00	\$200,000,000.00
COI + Add'l Proceeds	502,633.05	501,438.60	504,988.70	500,160.35
UW Discount	661,660.00	664,960.00	710,880.00	716,660.00
Total	\$ 201,164,293.05	\$ 201,166,398.60	\$ 201,215,868.70	\$ 201,216,820.35
True Interest Cost	2.884730%	3.251630%	3.653050%	3.932210%
Total D/S	\$267,808,488.89	\$297,402,072.22	\$287,730,633.33	\$320,527,794.44
Maximum Annual D/S	\$ 13,084,250.00	\$ 11,651,250.00	\$ 14,058,125.00	\$ 12,556,750.00
<b>Other Assumptions:</b>	\$500,000 COI			



Table 2 continued

<b>Group 2: \$300 million deposit</b>				
	A. 20 years, Base Case	B. 25 years, Base Case	C. 20 years, + 100bps	D. 25 years, + 100bps
<b>Sources</b>				
Par	\$247,995,000.00	\$249,235,000.00	\$266,445,000.00	\$268,615,000.00
Premium	53,597,029.95	52,363,041.45	35,225,450.65	33,060,715.90
Total	\$ 301,592,029.95	\$ 301,598,041.45	\$ 301,670,450.65	\$ 301,675,715.90
<b>Uses</b>				
Project Fund	\$300,000,000.00	\$300,000,000.00	\$300,000,000.00	\$300,000,000.00
COI + Add'l Proceeds	600,049.95	601,101.45	604,670.65	601,255.90
UW Discount	991,980.00	996,940.00	1,065,780.00	1,074,460.00
Total	\$ 301,592,029.95	\$ 301,598,041.45	\$ 301,670,450.65	\$ 301,675,715.90
True Interest Cost	2.884680%	3.251610%	3.653040%	3.932190%
Total D/S	\$401,503,550.00	\$445,874,205.56	\$431,374,050.00	\$480,545,072.22
Maximum Annual D/S	\$ 19,616,250.00	\$ 17,466,000.00	\$ 21,075,750.00	\$ 18,824,125.00
<b>Other Assumptions:</b>	\$600,000 COI			

# Competitive Grants Calendar

**OPEN TO QUALIFIED GOVERNMENT AGENCIES, SPECIAL DISTRICTS, JOINT POWERS AUTHORITIES, NONPROFIT ORGANIZATIONS, AND SCHOOLS**

**For the following programs:**

- General Competitive Grants
- Recreation Access Grants
- Cultural Facilities Grants
- Youth and Veteran Grants

## COMPETITIVE GRANT PROGRAM CALENDAR

PROGRAM	FUND CATEGORY	FREQUENCY	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
General	Category 3 and 4	4 years	Q3 \$13,566,317				Q3 \$54,265,268				Q3 \$54,265,268				Q3 \$54,265,268
Recreation Access	Category 3 and 4	2 years	Q1 \$3,699,904		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808		Q1 \$7,399,808
Job Training/ Education	Category 5	3 years	Q2 \$3,605,035			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105			Q2 \$10,815,105
Cultural Facilities	Category 4	3 years			Q2 \$3,699,906			Q2 \$3,699,906			Q2 \$3,699,906			Q2 \$3,699,906	

Q = Calendar quarter when grant period begins  
 \$ = Total amount of funds available during grant period





## MEMORANDUM

DATE February 8, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Use of Category 3 and 4 Funds - Bonding

The potential for bonding Measure A funds was explored at Steering Committee Meeting #4, on September 28<sup>th</sup>. The discussion at that meeting resulted in the recommendation to allow local jurisdictions to bond against Category 1 and Category 2 annual allocations and against agency allocations in Categories 3 and 4, in order to make funds available for large projects. Bonding against General Category 3 and 4 competitive grant funds was not recommended, since the Committee felt that adequate funding could be made available during every grant cycle on a “pay as you go basis,” and avoidance of bonding would save interest and bond origination costs.<sup>1</sup> The memorandum that was prepared for Meeting #4, “Use of Measure A Funds – Bonding,” is attached here for your reference. It provided background information on bonding.

Based on feedback received at Steering Committee Meeting #6, held on January 11, 2018, the Committee decided to reopen the question of bonding against General Category 3 and 4 funds. This memorandum explores the potential implications of such bonding.

As you review the information in this memo, please keep in mind that the use of bonded funds must comply with the following requirements:

1. Bonded funds must be spent on capital improvements, although up to 30% of funds can be dedicated to “soft costs.”
2. All projects using bonded funds must be identified prior to the issuance of the bond.
3. All bond funds must be expended within three years of bond issuance.

## 1. FINANCIAL IMPLICATIONS OF BONDING

The total amount of funding available in General Category 3 is approximately \$5 million annually, and the amount in General Category 4 is approximately \$6 million annually. Bonding these funds, or a portion of these funds, would create a relatively larger pool of funds for immediate expenditure, but would reduce the funds available for regular grant cycles during the bonding period.

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<sup>1</sup> It is not possible to bond against funds in Category 5, or those targeted for maintenance and servicing or oversight and innovation, since those are all programs. Bonding can only be used for capital projects.

The likely financial implications of bonding a portion of General Category 3 and Category 4 funds are evaluated below and in Table 1 and Figure 1 under five scenarios. All scenarios assume the following:

- As described in the “Use of Measure A Funds – Bonding” memorandum, the most efficient use of bonding is a minimum of \$100 million in proceeds. Therefore, in scenarios where less than \$100 million of General Category 3 and 4 funds are bonded, it is assumed that this will be supplemented by bonding of Category 1 and 2 funds to reach \$100 million.
- A 20-year maturity is assumed for all scenarios. Bonds are sometimes issued for 25 or 30 years, which results in more upfront money but a longer period for repayment and hence a longer period when funds are not available for other uses.
- The financing cost of bonding is calculated using a multiplier of 14.2 times the total amount bonded, as described in section 4.1 of the “Use of Measure A Funds – Bonding Memo.” Even though it would take 20 years’ worth of funds to pay off the bonds, our research shows that only 14.2 times as much money as the annual repayment would be generated. The difference between these two amounts (amounting to about 29% of the total cash stream) would cover financing costs, which include the costs of issuance, underwriter’s discount, and interest payments.

The five scenarios illustrate the implications of bonding different amounts of General Category 3 and 4 funds and are briefly described below:

- Scenario A - no bonding of General Category 3 and 4 funds.
- Scenario B – limited bonding of General Category 3 and 4 funds, with an expenditure of \$2 million per year to finance the bonds.
- Scenario C – bonding half of General Category 3 and 4 funds, with an expenditure of \$5.5 million per year to finance the bonds.
- Scenario D – bonding to result in \$100 million proceeds of General Category 3 and 4 funds, which requires an expenditure of approximately \$7 million per year to finance the bonds.<sup>2</sup>
- Scenario E – bonding all of General Category 3 and 4 funds, with an expenditure of \$11 million per year to finance the bonds.

For each scenario, the graphics illustrate the amount of bond proceeds and unencumbered funds available, if any. In scenarios with available unencumbered funds, those funds would be available on a four-year cycle, as described in the Competitive Grants Calendar shared previously. Appendix A explains in words the meaning of Table 1 and Figure 1.

Increasing the amount of bonded General Category 3 and 4 funds results in a greater amount of funds available upfront for acquisition projects and projects that are “shovel-ready” when the bonds are issued, as well as for leveraging other grant funds. At the same time, increasing the amount of bonded funds reduces the unencumbered funds available during competitive grant cycles for projects not included in the bond.

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<sup>2</sup> The \$100 million bond volume is a guideline for illustrative purposes, and the determination of exactly how much to bond will depend on a variety of factors such as the readiness of the projects, bond market conditions, etc.

## 2. KEY CONSIDERATIONS FOR BONDING GENERAL CATEGORY 3 AND 4 FUNDS

Bonding General Category 3 and 4 funds would create a source of funds for immediate use on capital projects, while reducing the amount of funds available in subsequent competitive grants cycles and the total amount of funds available for projects over the life of the bonds. The following implications should be considered when discussing the potential for bonding General Category 3 and 4 funds.

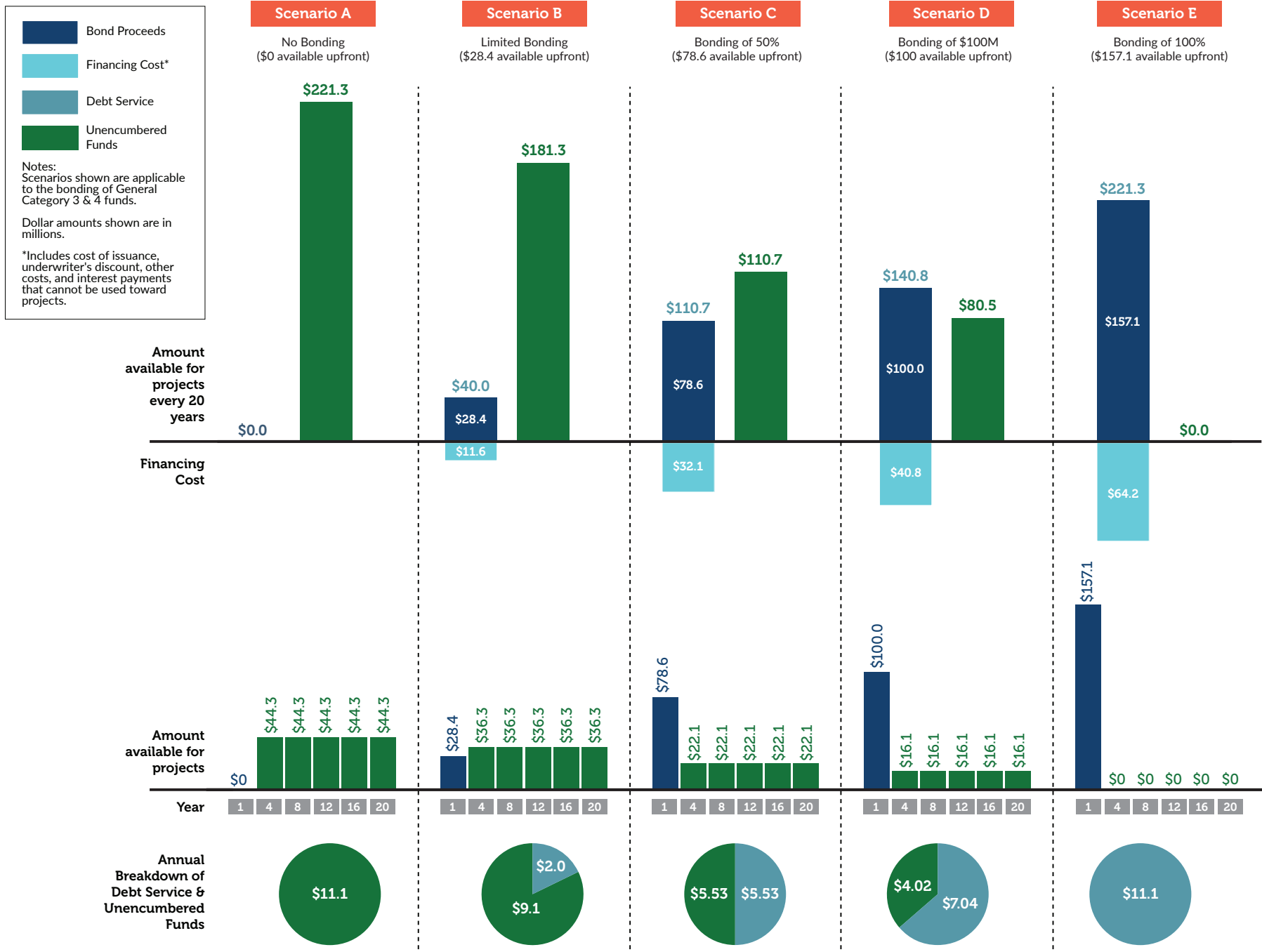
1. Bonded funds could be used as matching funds for several anticipated and existing parks and open space funding programs at the federal, state, and local levels. It is anticipated that many of these grant programs will require matching funds, which could be provided by Measure A. Appendix B contains a list of some such funding programs.
2. Using bonded funds for projects may provide a cost benefit, as construction and acquisition costs tend to increase over time. Bonded funds could be used immediately, while costs are relatively low, instead of requiring waiting until funds are accumulated for expenditure on a “pay as you go” basis, at which time construction costs are likely to have risen.
3. While using bonded funds would result in the completion of many projects within a relatively short timeframe, increasing the amount of bonded funds would reduce the total amount of Measure A funds available, and would also reduce the amount of funds available in on-going grant cycles.
4. Because bonded funds must be expended within three years of bond issuance, only “shovel-ready” projects could generally be included in the bond. Agencies without “shovel-ready” projects when the bonds are issued would have to compete for a decreased amount of unencumbered funding (if any is available) over the life of the bond.
5. Many agencies without “shovel-ready” projects may need technical assistance to build capacity and develop their projects, a process which could take several years and may not be complete prior to the issuance of bonds.

**Table 1: General Category 3 & 4 Bonding Scenarios**

	Scenario 1 No Bonding	Scenario 2 Limited Bonding	Scenario 3 Bonding of 50%	Scenario 4 Bonding of \$100M	Scenario 5 Bonding of 100%	
<b>Bonded Funds</b>	<b>Annual</b>					
	General Category 3 Debt Service	\$0	\$1,000,000	\$3,074,904	\$3,841,229	\$6,149,809
	General Category 4 Debt Service	\$0	\$1,000,000	\$2,458,254	\$3,201,024	\$4,916,507
	<b>Total Debt Service</b>	<b>\$0</b>	<b>\$2,000,000</b>	<b>\$5,533,158</b>	<b>\$7,042,254</b>	<b>\$11,066,316</b>
	<b>Every 20 Years</b>					
	General Category 3 Debt Service	\$0	\$20,000,000	\$61,498,089	\$76,824,584	\$122,996,178
	General Category 4 Debt Service	\$0	\$20,000,000	\$49,165,074	\$64,020,487	\$98,330,148
	<b>Total Debt Service</b>	<b>\$0</b>	<b>\$40,000,000</b>	<b>\$110,663,163</b>	<b>\$140,845,070</b>	<b>\$221,326,326</b>
	<b>Total Bond Proceeds</b>	<b>\$0</b>	<b>\$28,400,000</b>	<b>\$78,570,846</b>	<b>\$100,000,000</b>	<b>\$157,141,692</b>
	<b>Total Bond Financing Cost</b>	<b>\$0</b>	<b>\$11,600,000</b>	<b>\$32,092,317</b>	<b>\$40,845,070</b>	<b>\$64,184,635</b>
	<b>Unencumbered Funds</b>	<b>Annual</b>				
Unencumbered General Category 3 Funds		\$6,149,809	\$5,149,809	\$3,074,904	\$2,308,580	\$0
Unencumbered General Category 4 Funds		\$4,916,507	\$3,916,507	\$2,458,254	\$1,715,483	\$0
<b>Total Unencumbered Funds</b>		<b>\$11,066,316</b>	<b>\$9,066,316</b>	<b>\$5,533,158</b>	<b>\$4,024,063</b>	<b>\$0</b>
<b>Every 4 Years</b>						
Unencumbered General Category 3 Funds		\$24,599,236	\$20,599,236	\$12,299,618	\$9,234,319	\$0
Unencumbered General Category 4 Funds		\$19,666,030	\$15,666,030	\$9,833,015	\$6,861,932	\$0
<b>Total Unencumbered Funds</b>		<b>\$44,265,265</b>	<b>\$36,265,265</b>	<b>\$22,132,633</b>	<b>\$16,096,251</b>	<b>\$0</b>
<b>Every 20 Years</b>						
Unencumbered General Category 3 Funds		\$122,996,178	\$102,996,178	\$61,498,089	\$46,171,594	\$0
Unencumbered General Category 4 Funds		\$98,330,148	\$78,330,148	\$49,165,074	\$34,309,662	\$0
<b>Total Unencumbered Funds</b>	<b>\$221,326,326</b>	<b>\$181,326,326</b>	<b>\$110,663,163</b>	<b>\$80,481,256</b>	<b>\$0</b>	



# Figure 1: General Category 3 & 4 Bonding Scenarios



## APPENDIX A: EXPLANATION OF TABLE 1 AND FIGURE 1

Table 1 and Figure 1 show the same information for each of the five scenarios.

### Scenario A

- Scenario A would not dedicate any Category 3 or 4 funds to bond funding.
- Scenario A would leave just over \$11 million per year in unencumbered General Category 3 and 4 bonds, which would provide \$44.3 million for competitive grants of every four years.

### Scenario B:

- Scenario B would dedicate \$2 million per year to bond funding, resulting in total cash flow of \$40 million over 20 years.
- Of this \$40 million, \$28.4 million would be available in bond proceeds, while \$11.6 million would go toward financing costs.
- After bonding, Scenario B would leave just over \$9 million per year in unencumbered General Category 3 and 4 funds, providing \$36.3 million for competitive grants every four years.

### Scenario C

- Scenario C would dedicate just over \$5.5 million per year to bond funding, resulting in total cash flow of \$110.7 million over 20 years.
- Of this \$110.7 million, \$78.6 million would be available in bond proceeds, while \$32.1 million would go toward financing costs.
- After bonding, Scenario C would leave just over \$5.5 million per year in unencumbered General Category 3 and 4 funds, providing \$22.1 million for competitive grants every four years.

### Scenario D

- Scenario D would dedicate just over \$7 million per year to bond funding, resulting in total cash flow of \$140.8 million over 20 years.
- Of this \$140.8 million, \$100 million would be available in bond proceeds, while \$40.8 million would go toward financing costs.
- After bonding, Scenario D would leave just over \$4 million per year in unencumbered General Category 3 and 4 funds, providing \$16.1 million for competitive grants every four years.

### Scenario E

- Scenario E would dedicate all General Category 3 and 4 funds (just over \$11 million per year) to bond funding, resulting in total cash flow of \$221.3 million over 20 years.
- Of this \$221.3 million, \$157.1 million would be available in bond proceeds, while \$64.2 million would go toward financing costs.
- Scenario E has no unencumbered General Category 3 and 4 funds, and there would not be any General Category 3 and 4 competitive grants during the 20 year bonding period.



## APPENDIX B: SAMPLE OF FUNDING SOURCES WITH POTENTIAL TO USE MEASURE A AS MATCHING FUNDS

The funding sources listed below provide a sample of the programs that could be used to leverage Measure A funds.

### **California Senate Bill No. 5**

Senate Bill No.5 (SB 5), the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018, would authorize the issuance of approximately \$4 billion in bonds to finance a “drought, water, parks, climate, coastal protection, and outdoor access for all program.” SB 5 was approved by Governor Brown on October 15, 2017 and will be on the June 5, 2018 statewide primary ballot as Proposition 68.

The General Provisions of SB 5 state that “To the extent practicable, priority for funding pursuant to this division will be given to local parks projects that have obtained all required permits and entitlements and a commitment of matching funds, if required.” Programs included under SB-5 provide more specific guidelines for matching funds.

### **Land and Water Conservation Fund**

Since 1964, The Land and Water Conservation Fund (LWCF) has directed earnings from offshore oil and gas leasing to federal, state, and local lands and waters. LWCF’s “State Side” program provides matching grants to states and local governments for the acquisition and development of public outdoor recreation areas and facilities. LWCF grants require matched funds of at least 50 percent.

Although the LWCF will expire on September 30, 2018 unless Congress takes action, legislation has been introduced in Congress to permanently reauthorize LCWF and it is feasible that this program will continue with some modifications.

### **LA Metro Measure M**

The recently passed Measure M, resulting in \$120 billion for transit improvements, includes funds for trails and other projects that could use Measure A funds as matching funds. The amount of funds available for park and trail projects, and requirements for matching funds are not currently known.

### **Habitat Conservation Fund**

The Habitat Conservation Fund is a program under the California Wildlife Protection Act of 1990 that provides grants to “to protect fish, wildlife, and native plant resources, to acquire or develop wildlife corridors and trails, and to provide for nature interpretation programs and other programs which bring urban residents into park and wildlife areas.” The Fund allocates approximately \$2 million on an annual basis to local entities, and requires matching funds of 50 percent.

### **Environmental Enhancement and Mitigation Program**

The Environmental Enhancement and Mitigation Program is for projects that mitigate the environmental effects of transportation facilities. The state legislature is authorized to allocate up to \$7 million annually for this program. Applicants are not required to have matching funds, but projects with matching funds will be considered more competitive.

### **California Climate Investments – Urban Greening Program**

The California Climate Investments’ Urban Greening Program is a program under SB 859, which was signed into law September, 2016 and authorized Cap and Trade revenues to be directed towards

projects that reduce GHG emissions. The California Natural Resources Agency manages the Urban Greening Program, allocating appropriations towards green infrastructure projects that reduce GHG emissions and provide multiple benefits. Through Fiscal Year 2017-2018, \$106 million Cap-and-Trade proceeds had been appropriated to the Urban Greening Program. While matched funds are not required for projects seeking grants under this program, projects with matched funds may be more competitive. Round Two is currently open, and additional funding cycles are anticipated.

## **2. Policies: Part II**

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### **2.1 OVERSIGHT AND INNOVATION POLICY**

Measure A allows up to 7.2% of revenue to be designated for strategic planning, updates to the 2016 Countywide Parks Needs Assessment, and District operations including, but not limited to, management, technical assistance, outreach, and oversight, including personnel, to administer programs pursuant to the Measure. Consistent with the requirement that RPOSD operations be cost-neutral to the County, these funds shall be designated and spent as follows:

1. The percent of annual revenue dedicated to Oversight and Innovation shall be set at 7.2%.
2. These funds shall be expendable on strategic planning, updates to the Countywide Parks Needs Assessment, and District operations including, but not limited to, management, technical assistance, outreach, and oversight, including personnel, to administer all Measure A programs.

### **2.2 NONPROFIT M&S ALLOCATION**

Measure A allocates 4.5% of available maintenance and servicing funds for eligible nonprofit organizations that own, operate, or both, parklands consistent with the measure. These funds shall be allocated as follows:

1. Eligible nonprofit organizations that own and/or operate parklands consistent with the measure may apply for Maintenance and Servicing funds annually, following the established procedures and requirements for Maintenance and Servicing Funds, including any subsequent updates.
2. Funds shall be distributed proportionally, subject to District approval, based on the amount of funding available for distribution, the funding amount requested, and the number of applicants who meet the eligibility and submission requirements.
3. Applicants may or may not receive the full amount requested.

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### **2.3 ADDITIONAL POLICIES**

#### **2.3.1 CATEGORY 2 POLICY**

Reducing park need levels from High or Very High to Moderate or better is one of the key desired outcomes of Measure A. It is anticipated that this process will take a significant amount of time and that in many cases High and Very High need Study Areas will depend on Category 2 funds to reduce park need level, as the challenges facing High and Very High need Study Areas as they work to reduce park need are many and complex.

In order to best support Study Areas receiving Category 2 allocations as they work to meet park need, the following policies are recommended:

1. Any High or Very High Need Study Area that successfully reduces park need and is determined to have Moderate need or better shall continue to receive Category 2 funds for a minimum of five years after the need level has changed, or when the PNA is updated, whichever is later. This is intended to promote stability and sustainability of the Study Area's parks and amenities.
2. The exception to this policy is that any Study Area that bonds Category 2 funds for a project that results in its need level improving to Moderate or better will continue to have its Category 2 allocations directed to debt service until the bond matures.
3. Study Areas that improve to Moderate or better will no longer be eligible for targeted funds in General Category 3 and General Category 4 competitive grants, as these are targeted to High and Very High Need Study Areas only

These policies will help ensure that Study Areas are able to forward their annual allocation for a period of up to 5 years, remove any immediate financial penalty resulting from reducing park need, and ensure that these Study Areas are able to continue reducing park need level.



LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT



## Measure A Implementation

Los Angeles County Regional Park and Open Space District

**Summary Meeting Notes**  
**Steering Committee Meeting #8**  
**February 15, 2018 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Greg Alaniz	Belinda Faustinos	Sandra McNeil
Jean Armbruster	Hugo Garcia	Sussy Nemer
Mark Baucum	Michael Hughes	Bonnie Nikolai
Jane Beesley	Lacey Johnson	Dilia Ortega
Alina Bokde	John Johns	Stefan Popescu
Scott Chan	Nicole Jones	Barbara Romero
Cheryl Davis	Kim Lamorie	Bruce Saito
Reyna Diaz	Amy Lethbridge	Keri Smith
Jay Duke	Yvette Lopez-Ledesma	
Hugo Enciso	Linda Lowry	

**Alternate Members in Attendance:** Onnig Bulanikian, Tamika Butler, Andrea Gullo, Robin Mark, Cara Meyer, Max Podemski, Steven Tran

**AGENDA ITEM: BONDING**

- 1. Comment Summary: Categories 1 & 2 and Annual Allocations**
  - Steering Committee discussions are public information and should be reported back to cities, especially COG reps
  - The decision to bond will be voluntary and by agency.
  - Bonding requirements will depend on how many cities want to bond. County DPR and DBH funds can be bonded because they are allocations
- 2. Comment Summary: Categories 3 & 4**
  - Question:** What happens if the money is not spent in 3 years?  
**Response:** It is against the law and penalty taxes must be paid. Also could create issues with voters.  
**Comment:** Should further discuss issues of arbitrage and develop project criteria to define implications of bonding
  - Question:** Is a letter of intent enough to define a project? What is a shovel-ready project?  
**Response:** Projects need a plan, statement, or description of what will be purchased or built. For acquisition, assume that a willing seller must exist and the price must be generally known. For construction, assume that the land must be owned by the entity implementing the project, drawings must be substantially completed, and a cost estimate must be completed.
  - Question:** Is there a methodology to compare cost of bonding vs inflation?

**Response:** The future is largely unknown and difficult to predict. Some years construction costs fluctuate monthly; some years they don't change much at all. In general, it is probable that the cost of construction will increase over time.

- d. **Comment:** Some cities don't have High or Very High Need Study Areas so bonding all funds could harm them.

**Response:** Assumption is that bonded and unbonded funds will meet 30% target to these areas, so 70% remaining could flow to areas that are not High or Very High Need Study Areas.

- e. **Question:** In Prop A, what bonding was done, how was it handled, and what impact did it have on funding projects?

**Response:** Prop A called out very specific projects in very specific amounts. Bonding occurred in full for those identified projects. Excess funds available in recent years derived from tax penalties and increase in revenue.

- f. **Question:** Can we bond several study area funds from categories 1 & 2?

**Response:** Yes, bonding is allowed by Study Area for Category 1 and Category 2 funds. However, any sharing of funds, whether bonded or not, between Study Areas, must meet the requirements of the fund sharing policy that the Steering Committee approved.

### 3. **Comment Summary: Categories 3 & 4 Bonding Scenarios**

- a. **Comment:** Bonding is a good opportunity to address lack of parks with funds available. In favor of bonding a significant amount, in line with Scenario C. Should then reassess in 20 years and see if additional bonding is needed.

- b. **Question:** Would choosing Scenario C or E allow sufficient time to get projects ready and get technical assistance?

**Response:** You could choose Scenario C and delay the issuance of bonds until year 3 to give agencies time to develop projects. We have been assuming bonding would happen immediately, but issuance time period could be redefined by the committee.

- c. **Comment:** Bonding has significant implications for High or Very High Need Study Areas because it is likely these areas need a high level of TA and do not have shovel-ready projects. If any bonding is done, Scenario B should be favored.

**Response:** Could also decide to bond a portion in the first year and wait a few years to bond more.

- d. **Comment:** Not bonding anything is problematic in not having enough money for big projects but bonding too much leaves out High and Very High Need Study Areas that can't get up to speed. Favor Scenarios C or D.

- e. **Comment:** Could we do one cycle of competitive grants for \$22.1m and then issue bonds?

**Response:** Yes, that could be done. It sounds like most people are leaning toward one of the scenarios in the middle.

- f. **Comment:** For purposes of acquisition, bonding is critical, especially in High or Very High Need Study Areas.

- g. **Comment:** Getting projects ready and delivering capital projects takes a lot of time due to capacity issues. Even with high land costs, more money can be spent on interest. In favor of Scenario A. No bonding now, then reassess in 3 years.

- h. **Comment:** If we have shovel-ready projects now we should build them, so voters know that Measure A is working?

- i. **Question:** How much acquisition is in the High or Very High Need Study Areas?

- j. **Response:** Believe it is around 60% but we will have to confirm that number. Reviewed PNA data to evaluate the overall demand for acquisition projects.

- k. **Comment:** High or Very High Need Study Areas will have a lengthy project process due to capacity. Could spend a lot of money on interest if bonding.

- l. **Comment:** Support Scenario D. Should have been planning for projects since the PNA and have to deliver to voters. There is urgency to leverage Measure A funds with state and other dollars.
- m. **Comment:** Very lengthy process to get a project ready. Money spent should be vetted in a way that produces quality projects. In favor of a more conservative approach. More time is needed to re-address engagement. Financing should be discussed each year.
- n. **Comment:** Cities can bond categories 1 and 2 if they want to go through a lengthy process.
- o. **Comment:** Money without bonding is not enough. Measure was sold as buying last open space in the County.

**Straw Vote**

- i. How many think a significant amount should be bonded immediately?
  - 1. Yes: 14
  - 2. No: 12
- ii. If we were to bond a significant amount, how many would want 100% of it immediately vs some delay for some portion to develop projects? For example, if we went with Scenario C, the first \$40 million would be bonded immediately and the other \$40m would be bonded later.
  - 1. Some delay: 21
  - 2. No delay: 2

**Comment Summary:**

- p. The TAP as defined won't get started in full until the 3<sup>rd</sup> year. Bonding in 4 years would still provide little time, so the delay should be further out.
- q. Need a more granular picture of where acquisition projects are and distribution among High or Very High Need Study Areas.
- r. There is a rationale for getting projects out, but a real concern about the TAP availability. More money is needed for TA early on to get projects out in time for bonding.
- s. Don't want to lose High or Very High Need Study Areas just because they need TA. Maybe don't bond for 6 years to allow TA to unroll and give High or Very High Need Study Areas areas time for capacity and project development.
- t. One process is based on finances and the other on equity. It is more equitable to wait.
- u. Acquisition isn't everything and can't be handled until after infrastructure is taken care of. Treat what we have with immediate priority. Voters see an immediate impact from those small infrastructure projects. We are already struggling to maintain what we have. Should delay bonding for 3-4 years.
- v. Scenario D gives us flexibility that is critical up front. We need a flexible scenario that is a hybrid of C and D. We can leverage that with competitive dollars. We should speed things up if we can.
- w. SB5 is on the ballot for June so it will be beneficial to have Measure A money early on for leveraging.

**Response Summary:**

- a. Need a policy to work under, not all of the details.
- b. Will assume that if we bond, at least ½ will be delayed so High or Very High Need Study Areas can develop projects.
- c. It will take time to ramp up TA, and this should be considered when determining the timing of bonding.
- d. Surely have \$40 million in acquisition projects that are ready to go. Tradeoff is going quickly and missing some projects vs. going slow and not showing results.
- e. Bonding isn't exclusive to acquisition and can be used for all projects, including infrastructure

- f. Middle ground is between C and D with half bonded now and half at some point down the road.

**Straw Vote:**

- 1. Scenario B-ish: 7
- 2. Scenario C/D-ish (\$40m right away, \$40m later; \$20m available every year): 11
- 3. Abstain: 6

**Comment Summary: *Abstainers***

- a. Root of conflict is about immediate need, not money. One group is focused on available projects and the other on equity.
- b. Push it out 5 years, then bond. No one is ready right now.
- c. My department is neutral on this issue.
- d. Backlog of projects and need to be responsive to voters but it takes much longer to get High or Very High Need Study Areas ready. 4-year grant cycles are challenging. Little compromise on balance
- e. More advantageous to wait. Shouldn't isolate competitive funding into bonding.
- f. How do we create urgency? Must start organizing our cities now and gain support around projects. Not acceptable to say we need 4 years to deliver projects. Have to get organized now and not leave communities behind.
- g. Should be a reasonable time frame with respect to TA so High or Very High Need Study Areas don't lose out on projects.

**Response Summary:**

- a. All goes to the board for final approval. Everyone here is in consensus that we need to find a way to bring along High or Very High Need Study Area communities and make sure all cities are competitive. We don't have consensus about how much to bond. We should report to the board and let them decide how much to bond with the caveat that if significant bonding is done, there is a need to reserve some for projects that develop over time to allow TA to be effective.
- b. Clarify to focus on the number of years needed to develop and deliver TA. 3-5 years may not be sufficient.

**AGENDA ITEM: *Policies, Part II***

**1. Comment: *Category 2***

- a. When are we reassessing?
- b. Don't want to delay success. No further extension. Complete, deliver and move on.

**Response:**

- a. Want time to stabilize gains funded by Category 2 funds.
- b. General agreement with this policy as written.

**2. Comment Summary: *M & S***

- a. Is the M & S money tied to a project?
- b. Are there CBOs here that would be a recipient of this?
  - a. Yes, don't want a competitive process. There should be a general bar that has to be met. Stronger language on what constitutes 'good standing'
- c. Different types of projects have different M&S needs
- d. Beneficial for cities to partner with non-profits. Is this money exclusive of that? Is it above and beyond what city gets?



- e. Money should be for projects not sponsored by the city where the city doesn't own the land
  - a. Disadvantages non-profits already in agreement with cities and discourages partnerships. Shouldn't restrict funds. CBOs can move projects along quicker
- f. Policy says non-profits must apply annually for M&S, but need to be able to budget several years upfront
- g. How does this fit into the public agency model?

**Response Summary:**

- a. Money is tied to the agency, and in this case, non-city agencies
- b. RPOSD needs to do a basic vetting of non-profits; this will be completed during the enrollment phase.
- c. M&S is based on actual facility and amenity needs. Everyone will get a % of what they request.
- d. Cities can assign funds to non-profit for lease or ownership rights
- e. If an organization has long term agreement and is responsible for maintenance, they are eligible to use these funds
- f. The policy is a draft
- g. M&S is set through the measure and you can predict how much each city will receive. Cities don't have the same issues as non-profits that are splitting this 4.5%
- h. Consensus on the bullets here, but questions on who is eligible based on who owns the land. We will research this and re-look at Measure language to clarify.

**AGENDA ITEM: PUBLIC COMMENT**

**1. Sissy Trinh: SEACA**

- a. Supports bonding some money now
- b. Monitoring expenditure process with Measure H and Measure HHH and sees anger that homelessness isn't solved yet
- c. Communities aren't ready to apply for projects. High or Very High Need Study Areas need time to develop
- d. Consider equity concerns. How we spend money impacts land values. Announcement of available funds increases land prices and rents. Public investments spur homelessness.
- e. Concern for anti-displacement strategy as part of expenditure plan.

**Comment: *Invite speakers to talk to committee?***

- a. Manuel Pastor to talk about framework of equity to inform committee and assist in resolving issues.
- b. Also in favor of asking other speakers
- c. All but 2 in favor of Manuel, or an associate, speaking

*Meeting Adjourned.*



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



**Measure A Implementation: Steering Committee Meeting #9**

**March 1, 2018**

**9:30 AM – 12:00 PM**

**Los Angeles River Center and Gardens | Atrium  
570 W. Ave. 26, Los Angeles, CA 90065**

1. Introduction
2. Evaluation Criteria Scoring Themes Overview
3. Small Group Discussion
4. Large Group Discussion
5. Public Comment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please contact the Los Angeles County Regional Park and Open Space District at PHONE: (626) 588-5060 FAX: (626) 458-1493 TTY: (800) 855-7100 or send an email to [osdinfo@parks.lacounty.gov](mailto:osdinfo@parks.lacounty.gov).

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

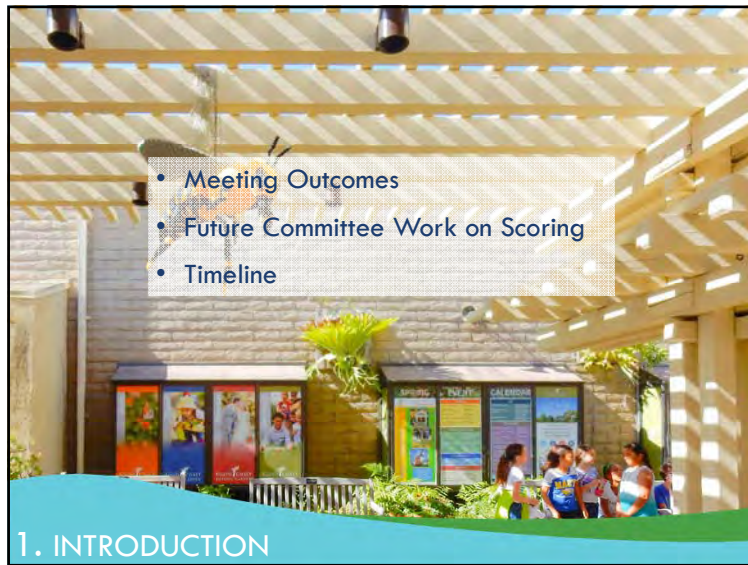
**Next Steering Committee meeting is on Thursday, March 15, 2018 from 9:30am to noon  
Los Angeles River Center and Gardens, 570 W. Ave. 26, Los Angeles, CA 90065**



## TODAY'S AGENDA

1. Introduction
2. Evaluation Criteria:  
Scoring Themes Overview
3. Small Group Discussion
4. Large Group Discussion
5. Public Comment

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### 1. INTRODUCTION

Meeting Outcomes

- **Focus on and discuss the scoring criteria themes** from the January 25<sup>th</sup> Steering Committee meeting
- Provide PlaceWorks and RPOSD staff with input on **how the Steering Committee views the key issues** and the **relative importance** of each
- PlaceWorks will use this information to **draft revised scoring rubrics** for each grant program
  - To be shared at April 5<sup>th</sup> meeting

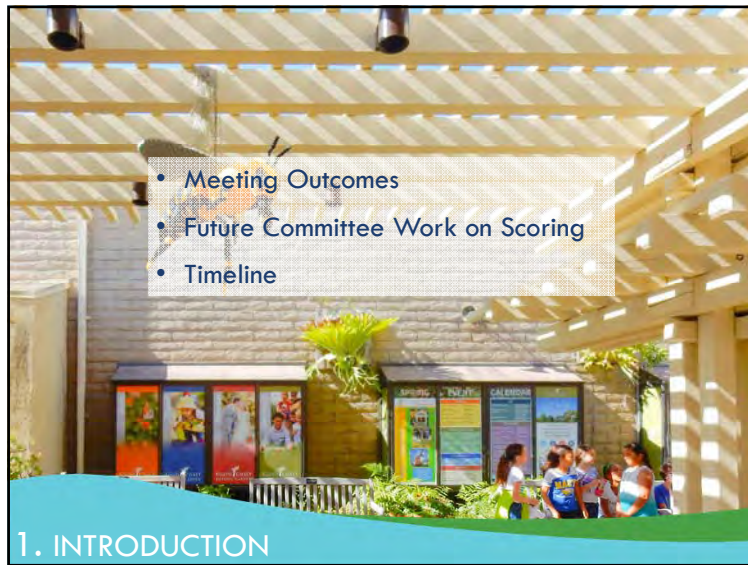
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## TODAY'S AGENDA

1. Introduction
2. Evaluation Criteria:  
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4. Large Group Discussion
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### 1. INTRODUCTION

Meeting Outcomes


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  - To be shared at April 5<sup>th</sup> meeting

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1. INTRODUCTION

Future Committee Work on Scoring Criteria

- Possible identification of a **funding stream dedicated to acquisition-only grant projects** with separate scoring criteria
  - March 15 meeting
- Review of revised scoring rubrics
  - April 5 meeting




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1. INTRODUCTION

Future Committee Work on Scoring Criteria

- If Committee cannot come to consensus, it is possible that the final recommendations to the Board of Supervisors will include a minority report, detailing minority views.




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1. INTRODUCTION

Timeline

- On track to approve Final Draft Grant Guidelines Procedures and Policies Recommendations on or before June 29<sup>th</sup> meeting
  - Schedule cannot slip any farther
- Need to get through all of the topics today – meeting may feel rushed
- Additional comments on **Scoring Criteria should be submitted by March 8<sup>th</sup>** for consideration in revised scoring rubrics



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A. Scoring Process

B. Themes:

1. Category Type	6. Community Engagement
2. Level of Need	7. Leveraging Funds and Partnerships
3. Multi-benefit Criteria	8. Innovation
4. Social Outcomes	9. Subjectivity
5. Evaluation of Open Space and Local Park Projects	

2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Grant Application Scoring Process

1. RPOSD will create a Competitive Grants Evaluation Panel for each competitive grant program.
2. RPOSD will complete an administrative review to evaluate all applications.
3. Complete applications meeting all requirements will be forwarded to the Competitive Grants Evaluation Panel for scoring.



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Grant Application Scoring Process

4. RPOSD staff will meet with the Competitive Grants Evaluation Panel to review each grant application and arrive at a composite score for each application, resulting in a preliminary ranked list of applications.
5. RPOSD staff and the Competitive Grants Evaluation Panel will schedule and complete site visits for those applications receiving top scores in the preliminary ranking.



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Grant Application Scoring Process

6. RPOSD staff and Evaluation Panel members will convene to finalize recommendations for grant funding.
7. Final funding recommendations will be approved by the Board of Supervisors, meeting as the RPOSD Board.



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 1 - Category Type

- Scoring criteria need to reflect how well the project matches the category name.
- Category 3: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watersheds Protection Program**
- Category 4: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program**
- Category 5: **Youth and Veteran Job Training and Placement Opportunities Program**
- Scoring criteria should reflect the overall goals of Measure A, including issues such as equity and meeting identified needs



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 2 - Level of Need

- Consider importance of “Level of Need” as scoring criteria, given the recommendation that 30% of General Category 3 & 4 funds be targeted to projects in High and Very High Need Study Areas
- Consideration of subarea need, if any
- Evaluation of “direct benefit to High/Very High Study Area”



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 3 - Multi-benefit Criteria

- Criteria need to more closely match the measure language
- Criteria should be grouped into “water” and “air” categories, rather than broken down into small parts
- The relative number of points among criteria need to be adjusted



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 4 - Social Outcomes

- Consider awarding points for:
  - Gang prevention
  - Health and physical activity
  - Language and cultural sensitivity
  - Displacement prevention
  - Other social outcomes



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 5 - Evaluation of Open Space and Local Park Projects

- Regional Benefit: the scoring system does not work for open space projects as these projects have different requirements
- Amenity Condition: if an agency didn't participate in the PNA, they can't score here. Additionally, many open space projects don't have amenities and so can't score even if they participated in the PNA



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 5 - Evaluation of Open Space and Local Park Projects

- **Accessibility:** open space areas that are primarily for wildlife shouldn't be expected to have lots of access, as it's not always appropriate
- Consider evaluating and scoring acquisition-only grant projects, including for both open space and urban projects, separately and differently from other competitive Category 3 and 4 grant projects



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 6 - Community Engagement

- Consider importance of Community Engagement as an evaluation criteria when most Measure A grants have minimum community engagement requirements
- Currently, *Youth and Veteran Job Training and Placement Opportunities Program (Category 5)* and *Recreation Access (Categories 3 & 4)* do not have minimum community engagement requirements for applying



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 7 - Leveraging Funds and Partnerships

- Importance of leveraging funds as mechanism to ensure park need is met
- Challenges of leveraging funds, especially for agencies with low capacity



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 8 - Innovation

- Needs to be rewarded with more points in all grant programs, and all evaluation categories





2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 9 - Subjectivity

- Scoring should be as objective as possible, with subjective criteria limited to the greatest extent possible.




3. SMALL GROUP DISCUSSION

- Meet in small groups for approximately 30 minutes to discuss the themes in more detail
- Purpose of discussion:
  - Allow Steering Committee members to hear from each other
  - Refine personal ideas regarding the themes to engage in the subsequent large group discussion



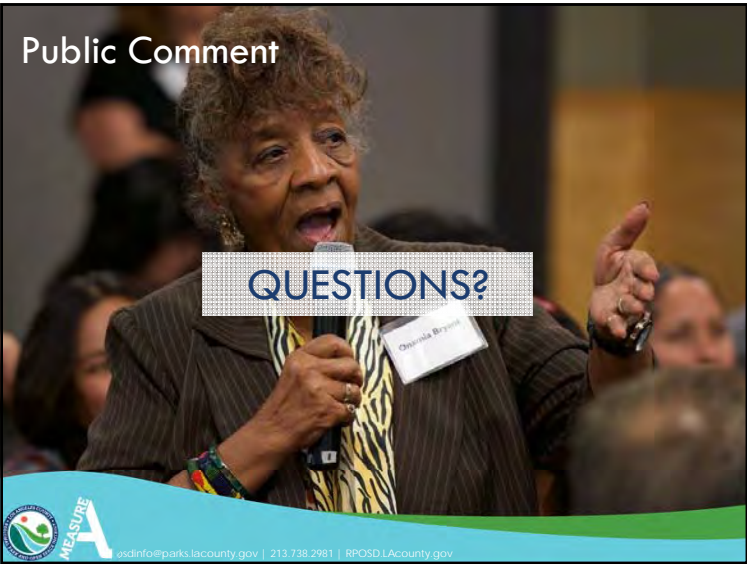
4. LARGE GROUP DISCUSSION

- Facilitated large group discussion of each theme
  - Approximately 10 minutes to consider each theme
- Discussion of the relative importance (e.g., high, medium, low, or zero) of the themes and/or scoring criteria




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Public Comment



QUESTIONS?



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Upcoming Meetings

All future meetings will be held at the LA River Center from 9:30 am -12 noon

- Steering Committee Meeting #10 - March 15<sup>th</sup>**  
Project Status and Fund Distribution Tracking; Acquisition-Only Grants, RPOSD Engagement Update
- Meeting Previously Scheduled for March 29 is CANCELLED**
- Steering Committee Meeting #11 – April 5**  
Revised Competitive Grant Scoring Rubrics; Revised TAP; Revised Community Engagement Requirements; Bonding Policy; General Grantmaking Policy
- Steering Committee Meeting #12 – April 26**  
Park Needs Assessment Updates; Citizen Oversight Advisory Board Formulation



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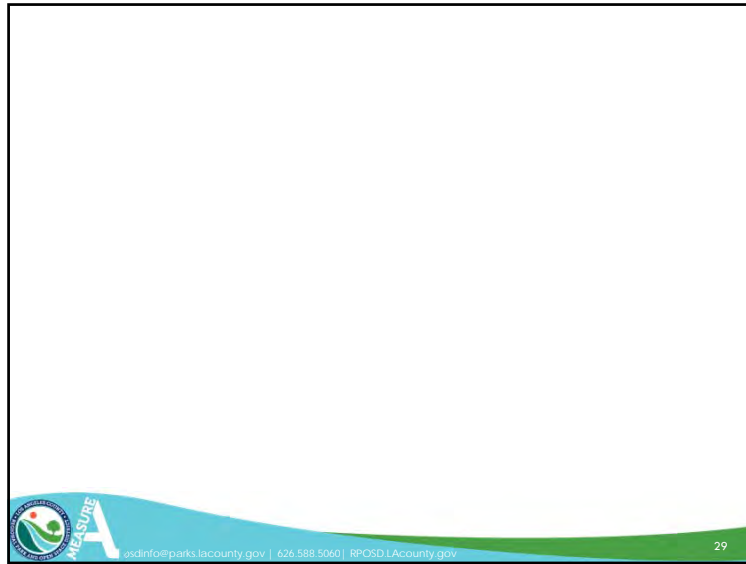
MEASURE A IMPLEMENTATION STEERING COMMITTEE MEETING #9 MARCH 1, 2018




Safe, clean neighborhood parks, open space, beaches, rivers protection, and water conservation measure



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**3. DRAFT FUNDING GUIDELINES: Grant Programs**  
**Competitive Grant Scoring: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program (General Category 3)**




**Evaluation Criteria**  
 Projects will be scored out of 100 points total


Evaluation Category	Points
Level of Need	25
Regional Benefits	20
Multi-Benefit Projects	20
Community Involvement	20
Park Facility/Amenity Condition	5
Leveraging of Funds	5
Creativity, Place-Making, and Design	5
<b>TOTAL</b>	<b>100</b>




**3. DRAFT FUNDING GUIDELINES: Grant Programs**  
**Competitive Grant Scoring: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program (General Category 3)**




Level of Need	25 Points max.
<i>Only one of the following four subcriteria may apply to each project.</i>	
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



**3. DRAFT FUNDING GUIDELINES: Grant Programs**  
**Competitive Grant Scoring: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program (General Category 3)**




Regional Benefits	20 Points max.
<i>Projects may meet one or more of the criteria below to be awarded, totaling up to 20 points maximum.</i>	
Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a:	
<b>25-mile radius</b>	15
<b>15-mile radius</b>	10 - 14
<b>10-mile radius</b>	0 - 9
Project involves the collaboration of at least three or more adjacent Study Areas or cities.	5




### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Multi-Benefit Projects	20 Points max.
<i>Projects may receive full or partial credit in each subcriteria below, totaling up to a maximum of 20 points.</i>	
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1


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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5


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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Facility/Amenity Conditions	5 Points max
<i>Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.</i>	
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>poor condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 5
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>fair condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 2
Project is located in a Study Area with <b>at least 50%</b> of its amenities in poor condition.	5
"..." <b>between 40% and 49%</b> of its amenities in poor condition.	4
"..." <b>between 30% and 39%</b> of its amenities in poor condition.	3
"..." <b>between 20% and 29%</b> of its amenities in poor condition.	2
"..." <b>between 10% and 19%</b> of its amenities in poor condition.	1


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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Leveraging of Funds	5 Points
<i>Public and private funding from several specific types of benefit programs.</i>	
Project will receive <b>at least 45%</b> of the project's cost from the listed public and private funding sources.	5
Project will receive <b>between 25% and 44%</b> of the project's cost from the listed public and private funding sources.	4
Project will receive <b>between 10% and 24%</b> of the project's cost from the listed public and private funding sources.	3


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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)



Creativity, Place-making, and Design <i>Points will be awarded based on the evaluators' assessment of the level of creativity and quality of design.</i>	5 Points
Project includes a <b>high level</b> of creativity and quality of design and place-making.	4 - 5
Project includes a <b>moderate level</b> of creativity and quality of design and place-making.	0 - 3




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



**Evaluation Criteria**  
Projects will be scored out of 100 points total

Evaluation Criteria	Points
Level of Need	25
Multi-Benefit Projects	20
Community Involvement	20
Connectivity	15
Accessibility	15
Park Facility/Amenity Condition	5
<b>TOTAL</b>	<b>100</b>




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Level of Need <i>Only one of the following four subcriteria may apply to each project.</i>	25 Points max.
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Multi-Benefit Projects <i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</i>	20 Points max.
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Community Involvement	20 Points max.
Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Connectivity	15 Points
Between 0 and 15 points will be awarded based on the evaluators' assessment of how the project provides connectivity to other areas.	
Project provides <b>new</b> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.	0 - 15
Project provides <b>improvements to existing</b> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.	0 - 10




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Accessibility	15 Points
Provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.	0 - 15
Project meets the subcriteria above and this access is provided within an urban area.	0 - 10




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Facility/Amenity Conditions	5 Points max
Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.	
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>poor condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 5
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>fair condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 2
Project is located in a Study Area with <b>at least 50%</b> of its amenities in poor condition.	5
"..." <b>between 40% and 49%</b> of its amenities in poor condition.	4
"..." <b>between 30% and 39%</b> of its amenities in poor condition.	3
"..." <b>between 20% and 29%</b> of its amenities in poor condition.	2
"..." <b>between 10% and 19%</b> of its amenities in poor condition.	1



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grants: County Cultural Facilities

**Evaluation Categories**  
Projects will be scored out of 100 points total

Evaluation Criteria	Points
Level of Need	25
Multi-Benefit Projects	20
Community Involvement	20
Accessibility	20
Creativity, Place-Making, and Design	15
TOTAL	100



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

Level of Need	25 Points max.
Only one of the following four subcriteria may apply to each project.	
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

Multi-Benefit Projects	20 Points max.
<i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</i>	
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5

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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

**Evaluation Subcriteria**

Accessibility	15 Points
Provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.	0 - 15
Project meets the subcriterion above and this access is provided within an urban area.	0 - 10



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

**Evaluation Subcriteria**

Creativity, Place-making, and Design	5 Points
<i>Points will be awarded based on the evaluators' assessment of the level of creativity and quality of design.</i>	
Project includes a <b>high level</b> of creativity and quality of design and place-making.	4 - 5
Project includes a <b>moderate level</b> of creativity and quality of design and place-making.	0 - 3



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: Recreation Access

**Evaluation Categories**

Projects will be scored out of 70 points total

Evaluation Criteria	Points
Level of Need	20
Program Benefits	30
Community Participation	20
TOTAL	70




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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: Recreation Access

Level of Need	25 Points max.
<i>Only one of the following four subcriteria may apply to each project.</i>	
(A) Program is located in a High or Very High Need Study Area.	25
(B) Program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Recreation Access**

**Evaluation Subcriteria**

Program Benefits	30 Points
<i>Projects may receive full or partial credit in each subcriteria below, totaling up to a maximum of 30 points.</i>	
Goals and Objectives	0 - 5
Accessibility	0 - 5
Participant Recruitment	0 - 5
Connectivity	0 - 3
Interpretive Programs and Education	0 - 3
Public Safety	0 - 3
Active Recreation and Fitness	0 - 3



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Recreation Access**

Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies that will engage the identified target audience.	0 - 5

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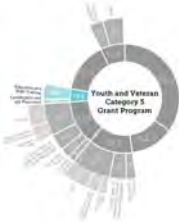

3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program (Category 5)**

**Evaluation Categories**

Projects will be scored out of 70 points total

Evaluation Criteria	Points
Level of Need	20
Program Benefits	30
Community Participation	20
TOTAL	70



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program (Category 5)**

Level of Need	20 Points
<i>Only one of the following three subcriteria may apply to each project.</i>	
Organization provides services to, or recruits <b>more than 75%</b> of their participants from, a High or Very High Need Study Area.	20
Organization provides services to, or recruits <b>50% to 75%</b> of their participants from, a High or Very High Need Study Area.	15
Organization provides services to, or recruits more than <b>25% to 49%</b> of their participants from, a High or Very High Need Study Area.	5

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program** (Category 5)



Program Benefits	30 Points
<i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 30 points.</i>	
Program Quality	0 - 5
Program Variety	0 - 5
Goals and Objectives	0 - 5
Participant Recruitment and Retention	0 - 5
Follow-up Services	0 - 5
History of Success and Outcomes	0 - 5

3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program** (Category 5)




Community Participation	20 Points
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Program incorporates <b>robust and innovative</b> outreach strategies that will engage the identified target audience.	15 - 20
Program incorporates <b>sufficient</b> outreach strategies that will engage the identified target audience.	6 - 14
Program incorporates <b>minimal and limited</b> outreach strategies that will engage the identified target audience.	0 - 5

1. INTRODUCTION

Future Committee Work on Scoring Criteria

- Possible identification of a **funding stream dedicated to acquisition-only grant projects** with separate scoring criteria
  - March 15 meeting
- Review of revised scoring rubrics
  - April 5 meeting




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1. INTRODUCTION

Future Committee Work on Scoring Criteria

- If Committee cannot come to consensus, it is possible that the final recommendations to the Board of Supervisors will include a minority report, detailing minority views.




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1. INTRODUCTION


Timeline

- On track to approve Final Draft Grant Guidelines Procedures and Policies Recommendations on or before June 29<sup>th</sup> meeting
  - Schedule cannot slip any farther
- Need to get through all of the topics today – meeting may feel rushed
- Additional comments on **Scoring Criteria should be submitted by March 8<sup>th</sup>** for consideration in revised scoring rubrics



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A. Scoring Process


B. Themes:

1. Category Type	6. Community Engagement
2. Level of Need	7. Leveraging Funds and Partnerships
3. Multi-benefit Criteria	8. Innovation
4. Social Outcomes	9. Subjectivity
5. Evaluation of Open Space and Local Park Projects	

2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

2. EVALUATION CRITERIA SCORING THEMES OVERVIEW  
Grant Application Scoring Process


1. RPOSD will create a Competitive Grants Evaluation Panel for each competitive grant program.
2. RPOSD will complete an administrative review to evaluate all applications.
3. Complete applications meeting all requirements will be forwarded to the Competitive Grants Evaluation Panel for scoring.



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2. EVALUATION CRITERIA SCORING THEMES OVERVIEW  
Grant Application Scoring Process


4. RPOSD staff will meet with the Competitive Grants Evaluation Panel to review each grant application and arrive at a composite score for each application, resulting in a preliminary ranked list of applications.
5. RPOSD staff and the Competitive Grants Evaluation Panel will schedule and complete site visits for those applications receiving top scores in the preliminary ranking.



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2. EVALUATION CRITERIA SCORING THEMES OVERVIEW  
Grant Application Scoring Process

6. RPOSD staff and Evaluation Panel members will convene to finalize recommendations for grant funding.
7. Final funding recommendations will be approved by the Board of Supervisors, meeting as the RPOSD Board.



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2. EVALUATION CRITERIA SCORING THEMES OVERVIEW  
Theme 1 - Category Type

- Scoring criteria need to reflect how well the project matches the category name.
- Category 3: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watersheds Protection Program**
- Category 4: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program**
- Category 5: **Youth and Veteran Job Training and Placement Opportunities Program**
- Scoring criteria should reflect the overall goals of Measure A, including issues such as equity and meeting identified needs



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2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 2 - Level of Need

- Consider importance of “Level of Need” as scoring criteria, given the recommendation that 30% of General Category 3 & 4 funds be targeted to projects in High and Very High Need Study Areas
- Consideration of subarea need, if any
- Evaluation of “direct benefit to High/Very High Study Area”



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 3 - Multi-benefit Criteria

- Criteria need to more closely match the measure language
- Criteria should be grouped into “water” and “air” categories, rather than broken down into small parts
- The relative number of points among criteria need to be adjusted



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 4 - Social Outcomes

- Consider awarding points for:
  - Gang prevention
  - Health and physical activity
  - Language and cultural sensitivity
  - Displacement prevention
  - Other social outcomes



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 5 - Evaluation of Open Space and Local Park Projects

- Regional Benefit: the scoring system does not work for open space projects as these projects have different requirements
- Amenity Condition: if an agency didn't participate in the PNA, they can't score here. Additionally, many open space projects don't have amenities and so can't score even if they participated in the PNA



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 5 - Evaluation of Open Space and Local Park Projects

- **Accessibility:** open space areas that are primarily for wildlife shouldn't be expected to have lots of access, as it's not always appropriate
- Consider evaluating and scoring acquisition-only grant projects, including for both open space and urban projects, separately and differently from other competitive Category 3 and 4 grant projects



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 6 - Community Engagement

- Consider importance of Community Engagement as an evaluation criteria when most Measure A grants have minimum community engagement requirements
- Currently, *Youth and Veteran Job Training and Placement Opportunities Program (Category 5)* and *Recreation Access (Categories 3 & 4)* do not have minimum community engagement requirements for applying



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 7 - Leveraging Funds and Partnerships

- Importance of leveraging funds as mechanism to ensure park need is met
- Challenges of leveraging funds, especially for agencies with low capacity



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 8 - Innovation

- Needs to be rewarded with more points in all grant programs, and all evaluation categories



2. EVALUATION CRITERIA SCORING THEMES OVERVIEW

Theme 9 - Subjectivity

- Scoring should be as objective as possible, with subjective criteria limited to the greatest extent possible.



3. SMALL GROUP DISCUSSION

- Meet in small groups for approximately 30 minutes to discuss the themes in more detail
- Purpose of discussion:
  - Allow Steering Committee members to hear from each other
  - Refine personal ideas regarding the themes to engage in the subsequent large group discussion

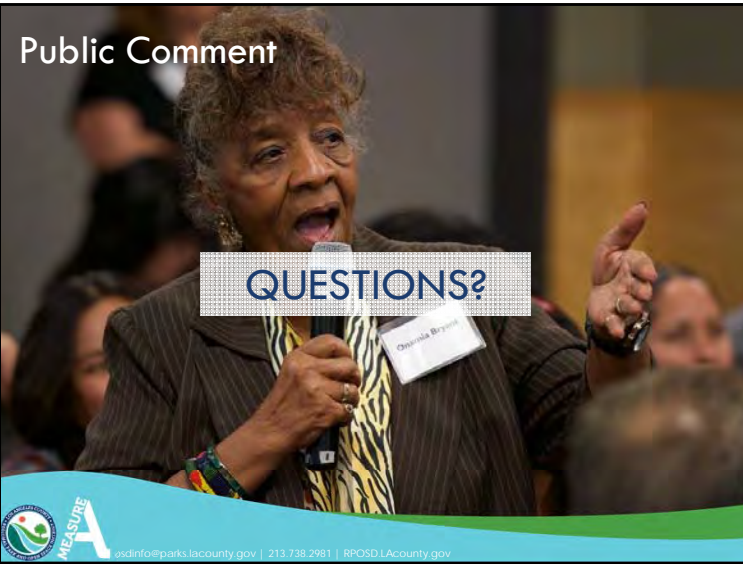


#### 4. LARGE GROUP DISCUSSION

- Facilitated large group discussion of each theme
  - Approximately 10 minutes to consider each theme
- Discussion of the relative importance (e.g., high, medium, low, or zero) of the themes and/or scoring criteria



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#### Upcoming Meetings

All future meetings will be held at the LA River Center from 9:30 am -12 noon

- **Steering Committee Meeting #10 - March 15<sup>th</sup>**  
Project Status and Fund Distribution Tracking; Acquisition-Only Grants, RPOSD Engagement Update
- **Meeting Previously Scheduled for March 29 is CANCELLED**
- **Steering Committee Meeting #11 – April 5**  
Revised Competitive Grant Scoring Rubrics; Revised TAP; Revised Community Engagement Requirements; Bonding Policy; General Grantmaking Policy
- **Steering Committee Meeting #12 – April 26**  
Park Needs Assessment Updates; Citizen Oversight Advisory Board Formulation



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**3. DRAFT FUNDING GUIDELINES: Grant Programs**  
**Competitive Grant Scoring: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program (General Category 3)**




**Evaluation Criteria**  
 Projects will be scored out of 100 points total


Evaluation Category	Points
Level of Need	25
Regional Benefits	20
Multi-Benefit Projects	20
Community Involvement	20
Park Facility/Amenity Condition	5
Leveraging of Funds	5
Creativity, Place-Making, and Design	5
<b>TOTAL</b>	<b>100</b>




**3. DRAFT FUNDING GUIDELINES: Grant Programs**  
**Competitive Grant Scoring: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program (General Category 3)**




Level of Need	25 Points max.
<i>Only one of the following four subcriteria may apply to each project.</i>	
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



**3. DRAFT FUNDING GUIDELINES: Grant Programs**  
**Competitive Grant Scoring: Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program (General Category 3)**




Regional Benefits	20 Points max.
<i>Projects may meet one or more of the criteria below to be awarded, totaling up to 20 points maximum.</i>	
Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a:	
<b>25-mile radius</b>	15
<b>15-mile radius</b>	10 - 14
<b>10-mile radius</b>	0 - 9
Project involves the collaboration of at least three or more adjacent Study Areas or cities.	5



### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Multi-Benefit Projects	20 Points max.
<i>Projects may receive full or partial credit in each subcriteria below, totaling up to a maximum of 20 points.</i>	
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1

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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5

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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Facility/Amenity Conditions	5 Points max
<i>Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.</i>	
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>poor condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 5
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>fair condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 2
Project is located in a Study Area with <b>at least 50%</b> of its amenities in poor condition.	5
"..." <b>between 40% and 49%</b> of its amenities in poor condition.	4
"..." <b>between 30% and 39%</b> of its amenities in poor condition.	3
"..." <b>between 20% and 29%</b> of its amenities in poor condition.	2
"..." <b>between 10% and 19%</b> of its amenities in poor condition.	1

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### 3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Leveraging of Funds	5 Points
<i>Public and private funding from several specific types of benefit programs.</i>	
Project will receive <b>at least 45%</b> of the project's cost from the listed public and private funding sources.	5
Project will receive <b>between 25% and 44%</b> of the project's cost from the listed public and private funding sources.	4
Project will receive <b>between 10% and 24%</b> of the project's cost from the listed public and private funding sources.	3


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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Natural Lands, Open Spaces and Local Beaches, Water Conservation, and Watershed Protection Program** (General Category 3)




Creativity, Place-making, and Design <i>Points will be awarded based on the evaluators' assessment of the level of creativity and quality of design.</i>	5 Points
Project includes a <b>high level</b> of creativity and quality of design and place-making.	4 - 5
Project includes a <b>moderate level</b> of creativity and quality of design and place-making.	0 - 3



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



**Evaluation Criteria**  
Projects will be scored out of 100 points total


Evaluation Criteria	Points
Level of Need	25
Multi-Benefit Projects	20
Community Involvement	20
Connectivity	15
Accessibility	15
Park Facility/Amenity Condition	5
<b>TOTAL</b>	<b>100</b>




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)




Level of Need <i>Only one of the following four subcriteria may apply to each project.</i>	25 Points max.
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)




Multi-Benefit Projects <i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</i>	20 Points max.
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Community Involvement	20 Points max.
Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Connectivity	15 Points
Between 0 and 15 points will be awarded based on the evaluators' assessment of how the project provides connectivity to other areas.	
Project provides <b>new</b> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.	0 - 15
Project provides <b>improvements to existing</b> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.	0 - 10




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Accessibility	15 Points
Provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.	0 - 15
Project meets the subcriteria above and this access is provided within an urban area.	0 - 10




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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grants: **Regional Recreational Facilities, Multi-use Trails and Accessibility Program** (General Category 4)



Facility/Amenity Conditions	5 Points max
Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.	
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>poor condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 5
Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <b>fair condition</b> . More points will be given based on the scale, function, and importance of the amenity.	0 - 2
Project is located in a Study Area with <b>at least 50%</b> of its amenities in poor condition.	5
"..." <b>between 40% and 49%</b> of its amenities in poor condition.	4
"..." <b>between 30% and 39%</b> of its amenities in poor condition.	3
"..." <b>between 20% and 29%</b> of its amenities in poor condition.	2
"..." <b>between 10% and 19%</b> of its amenities in poor condition.	1



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grants: County Cultural Facilities

**Evaluation Categories**  
Projects will be scored out of 100 points total

Evaluation Criteria	Points
Level of Need	25
Multi-Benefit Projects	20
Community Involvement	20
Accessibility	20
Creativity, Place-Making, and Design	15
TOTAL	100






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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

Level of Need	25 Points max.
<i>Only one of the following four subcriteria may apply to each project.</i>	
(A) Project/program is located in a High or Very High Need Study Area.	25
(B) Project/program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Project/program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Project/program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

Multi-Benefit Projects	20 Points max.
<i>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</i>	
Habitat Protection and Biodiversity	0 - 5
Healthy Ecosystem	0 - 3
Water Quality Improvements	0 - 3
Stormwater Capture and Attenuation	0 - 3
Water Conservation	0 - 3
Public Safety	0 - 3
Climate Resiliency	0 - 3
Greenhouse Gas Reductions	0 - 2
Air Quality Improvements	0 - 2
Active Recreation and Fitness	0 - 2
Food Access	0 - 2
Carbon Sequestration	0 - 1
Heat-Island Reduction	0 - 1



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.	0 - 5

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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

**Evaluation Subcriteria**

Accessibility	15 Points
Provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.	0 - 15
Project meets the subcriterion above and this access is provided within an urban area.	0 - 10



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: County Cultural Facilities

**Evaluation Subcriteria**

Creativity, Place-making, and Design	5 Points
<i>Points will be awarded based on the evaluators' assessment of the level of creativity and quality of design.</i>	
Project includes a <b>high level</b> of creativity and quality of design and place-making.	4 - 5
Project includes a <b>moderate level</b> of creativity and quality of design and place-making.	0 - 3



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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: Recreation Access

**Evaluation Categories**

Projects will be scored out of 70 points total

Evaluation Criteria	Points
Level of Need	20
Program Benefits	30
Community Participation	20
TOTAL	70




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3. DRAFT FUNDING GUIDELINES: Grant Programs

### Competitive Grant Scoring: Recreation Access

Level of Need	25 Points max.
<i>Only one of the following four subcriteria may apply to each project.</i>	
(A) Program is located in a High or Very High Need Study Area.	25
(B) Program is not located in a High or Very High Need Study Area, but directly serves the residents of a High or Very High Need Study Area.	6 - 15
(C) Program does not meet subcriterion (A) or (B), but is located within a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	10
Program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High Need subarea within a Study Area that contains at least 5,000 residents living in High or Very High Need subareas.	1 - 4



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Recreation Access**

**Evaluation Subcriteria**

Program Benefits	30 Points
<i>Projects may receive full or partial credit in each subcriteria below, totaling up to a maximum of 30 points.</i>	
Goals and Objectives	0 - 5
Accessibility	0 - 5
Participant Recruitment	0 - 5
Connectivity	0 - 3
Interpretive Programs and Education	0 - 3
Public Safety	0 - 3
Active Recreation and Fitness	0 - 3



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Recreation Access**

Community Involvement	20 Points max.
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Project includes <b>robust and innovative</b> outreach strategies that will engage the identified target audience.	15 - 20
Project includes <b>sufficient</b> outreach strategies that will engage the identified target audience.	6 - 14
Project includes <b>minimal and limited</b> outreach strategies that will engage the identified target audience.	0 - 5

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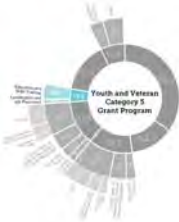

3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program (Category 5)**

**Evaluation Categories**

Projects will be scored out of 70 points total

Evaluation Criteria	Points
Level of Need	20
Program Benefits	30
Community Participation	20
TOTAL	70



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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program (Category 5)**

Level of Need	20 Points
<i>Only one of the following three subcriteria may apply to each project.</i>	
Organization provides services to, or recruits <b>more than 75%</b> of their participants from, a High or Very High Need Study Area.	20
Organization provides services to, or recruits <b>50% to 75%</b> of their participants from, a High or Very High Need Study Area.	15
Organization provides services to, or recruits more than <b>25% to 49%</b> of their participants from, a High or Very High Need Study Area.	5

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3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program** (Category 5)



Program Benefits	30 Points
<i>Projects may receive full or partial credit in each subcriteria below, totaling up to a maximum of 30 points.</i>	
Program Quality	0 - 5
Program Variety	0 - 5
Goals and Objectives	0 - 5
Participant Recruitment and Retention	0 - 5
Follow-up Services	0 - 5
History of Success and Outcomes	0 - 5

3. DRAFT FUNDING GUIDELINES: Grant Programs

Competitive Grant Scoring: **Youth and Veteran Job Training and Placement Opportunities Program** (Category 5)



Community Participation	20 Points
<i>Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</i>	
Program incorporates <b>robust and innovative</b> outreach strategies that will engage the identified target audience.	15 - 20
Program incorporates <b>sufficient</b> outreach strategies that will engage the identified target audience.	6 - 14
Program incorporates <b>minimal and limited</b> outreach strategies that will engage the identified target audience.	0 - 5





## MEMORANDUM

DATE February 23, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Steering Committee Meeting #9 Format and Agenda

Steering Committee Meeting #9 on March 1 will focus on the Competitive Grant Scoring Criteria Themes described in a memorandum to the Steering Committee, originally dated February 15, 2018. These themes emerged from discussion on scoring that occurred at the Steering Committee Meeting on January 11. A slightly revised version of the “Competitive Grant Scoring Criteria Themes” Memo is attached to this memorandum.

### Agenda Overview

The agenda for the March 1 meeting will be as follows:

- At the beginning of the meeting, the PlaceWorks team will provide an overview of the nine competitive grant scoring criteria themes.
- Steering Committee members will meet in small groups for approximately 30 minutes to discuss the themes in more detail. The intent of this discussion is to allow the Steering Committee to hear from each other and refine their ideas regarding the themes so that they can most effectively engage in the subsequent large group discussion.
- After the small group discussion, the Steering Committee will reconvene for a facilitated large group discussion of each theme. Given the overall length of the meeting, we anticipate that there will be approximately 10 minutes to consider each theme.

### March 1 Meeting Outcomes

The outcome of the discussion will be to provide PlaceWorks and RPOSD staff with input on how Committee members view the key issues and the relative importance of each potential scoring criterion. PlaceWorks will use this information to draft new scoring rubrics, which will be reviewed at the Steering Committee meeting on April 5. Note that this means that the March 1 discussion will *not* result in final scoring rubrics.

If appropriate, the large group discussion of each theme *may* conclude with a straw vote on the relative importance (e.g., high, medium, low, or zero) of the scoring criterion or criteria under consideration associated with the theme. This straw vote will further help the project team understand Committee members’ positions as the project team moves forward with revisions to the evaluation criteria and scoring.

## **Future Committee Work**

The accompanying list of themes includes a reference to the possible identification of a funding stream dedicated to acquisition, which would have separate scoring criteria. The Steering Committee will address this issue in detail at its meeting on March 15, but Committee members might want to consider this possibility as they think about scoring issues.

As noted above, PlaceWorks will use the information generated on March 1 to draft new scoring rubrics, which will be reviewed at the Steering Committee meeting on April 5.

In the event the Steering Committee cannot come to consensus on the evaluation criteria and scoring rubrics when it meets on April 5, recommendations will be made by vote. If this occurs, it is possible that the final recommendations to the Board of Supervisors will include a minority report detailing the minority view(s).

## **How Grant Scoring Will Occur**

Committee members may want to know how the scoring criteria will be used once they are developed. The evaluation of competitive grant applications will occur in the following manner:

1. RPOSD will create a Competitive Grants Evaluation Panel for each competitive grant program. The panel will be composed of a multidisciplinary team with diverse backgrounds and expertise in various aspects of park, recreation, and open space issues.
2. RPOSD staff will complete an administrative review to evaluate all submissions for completeness, adherence to category requirements, and adherence to project requirements.
3. Complete applications meeting all requirements will be forwarded to the Competitive Grants Evaluation Panel for scoring. Each application will be scored by three reviewers.
4. RPOSD staff will meet with the Competitive Grants Evaluation Panel to review each grant application and arrive at a composite score for each application. This meeting will result in a preliminary ranked list of applications, and will be used to select applicants that will receive a site visit.
5. RPOSD staff and the Competitive Grants Evaluation Panel will schedule and complete site visits for those applications receiving top scores in the preliminary ranking.
6. RPOSD staff and evaluation panel members will convene to finalize recommendations for grant funding.
7. The final funding recommendations will be approved by the Board of Supervisors meeting as the RPOSD Board.

## **Attached Materials**

The following materials are attached to this memorandum for Steering Committee review:

- Formal agenda for the meeting #9.
- Revised "Competitive Grant Scoring Criteria Themes" Memo, dated February 22, 2018.
- "Competitive Grant Evaluation Criteria and Scoring Rubrics" reviewed by Steering Committee at the January 11, 2018 Steering Committee meeting.

- Background information submitted by Committee members and intended to be considered as a part of the scoring discussion. The following materials were submitted:
  - **Jean Armbruster** | *Parks and Public Health in Los Angeles County: A Cities and Communities Report*
  - **Manal Aboelata, et al.** | *Request for subject matter expert presentation and community engagement evaluation resources*
  - **Amy Lethbridge** | *Comments on Category 5 evaluation criteria scoring*
  - **Tori Kjer** | *Comments on Measure A funding guidelines including project types and evaluation criteria scoring*
- RPOSD has also received several public comments related to evaluation criteria. Those comments are also attached and include:
  - **Safe Routes to School Partnership** | *Comments on Grant Guidelines including project types and evaluation criteria weighting*
  - **AARP** | *Request to consider age-friendly design in evaluation criteria*
- In addition to comments and recommendations pertaining to evaluation criteria, RPOSD has received additional feedback from both Steering Committee members and the general public regarding grant guidelines and policies. These comments include:
  - **Enterprise Community Partners** | *Displacement strategy*
  - **SEACA** | *Displacement strategy*
  - **MRCA** | *Grant Guidelines*
  - **Department of Beaches and Harbors** | *Grant Guidelines*



## MEMORANDUM

DATE February 22, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Competitive Grant Scoring Criteria Themes

The themes listed below resulted from the initial discussion of scoring criteria that occurred at the January 11 Steering Committee meeting. This list has been revised slightly since it was first published on February 15.

At its March 1 meeting, the Steering Committee will discuss each of these themes, with the goal of giving guidance to the PlaceWorks team to allow for drafting of new scoring criteria.

### *Scoring Criteria Themes:*

1. Category Type
  - a. Scoring criteria need to reflect how well the project matches the category name.
  - b. Scoring criteria should reflect the overall goals of Measure A, including issues such as equity and meeting identified needs
2. Level of Need
  - a. How important should level need be, given that 30% of funds will be dedicated to projects in High and Very High Needs Study Areas?
  - b. Should there be points for subarea need?
  - c. How will “direct benefit to High/Very High Study Area” be evaluated?
3. Multi-benefit Criteria
  - a. The criteria need to more closely match the measure language
  - b. These criteria should be grouped into “water” and “air” categories, rather than broken down into small parts
  - c. The relative number of points among criteria need to be adjusted
4. Social Outcomes
  - a. Consider points for gang prevention, health, language and cultural sensitivity, displacement prevention and other social outcomes

5. Open Space Projects Have Different Needs than Urban Space Projects and Should be Evaluated Differently

- a. Regional Benefit: the scoring system does not work for open space projects as these projects have different requirements
- b. Amenity Condition: if an agency didn't participate in the Parks Needs Assessment, they can't score here. Additionally, many open space projects don't have amenities and so can't score even if they participated in the PNA.
- c. Accessibility: open space areas that are primarily for wildlife shouldn't be expected to have lots of access, as it's not always appropriate.
- d. Should acquisition-only grant projects, including for both open space and urban projects, be evaluated and scored separately and differently from other competitive Category 3 and 4 grant projects?

6. Community Engagement

- a. Necessity of evaluation criteria when most Measure A grants have minimum community engagement requirements
- b. Program categories (i.e., Category 5 and Recreation Access) and Planning & Design funds do not have minimum community engagement requirements

7. Leveraging Funds and Partnerships

- a. Importance of leveraging funds
- b. Difficulty of leveraging funds, especially for agencies with low capacity

8. Innovation

- a. Needs to be rewarded with more points in all categories

9. Subjectivity

- a. Scoring should be as objective as possible, with subjective criteria limited to the greatest extent possible.

### **3.3.3 COMPETITIVE GRANTS**

#### **3.3.3.1 GENERAL INFORMATION**

##### **Letter of Intent**

Potential grantees have the option of submitting an informal letter of interest to RPOSD, indicating the agency or organization's intention to submit a grant application for a project, a description of the project, and the desired grant award size. RPOSD staff will review these letters and provide agencies written guidance and suggestions for crafting a strong application for the project. Note that the application process would be open to all, including organizations that chose to forego the optional informal letter of interest.

##### **Grant Application Meeting Requirement**

All applicants of competitive grants are required to attend a grant application meeting. A grant application meeting will be held for each grant program. The grant application meetings will be held at a centrally located venue in each of the five Supervisorial Districts or be available for virtual attendance online. Applicants can choose to attend the meeting in-person or via a webinar. At the grant application meeting, RPOSD staff will walk applicants through the goals of the grant program, application requirements, and respond to questions. Proof of attendance at a grant application meeting or webinar will be required at the time of application submittal.

##### **Award Process**

All grant applications will be reviewed by RPOSD staff for completeness and eligibility. All complete and eligible competitive grant applications will be evaluated by a grant review panel. The grant review panel will be composed of internal and external representatives experienced with the grant subject matter, including academics, subject area experts, and jurisdictions and/or districts that are not eligible for the round of funding being evaluated. The grant review panel will be consistent within each grant cycle. However, the panel will likely change for different funding cycles to ensure the panel's expertise matches the subject of the grant cycle. The grant review panel will evaluate the grant applications against the established scoring criteria. Applications with the highest scores will receive funding. The number of grants awarded will be dependent upon the funding pool for the grant cycle and maximum grant amount.

#### **3.3.3.2 GENERAL COMPETITIVE (CATEGORY 3)**

##### **Description**

Category 3 grant projects should improve and protect open space, watersheds, and water resources through planning, acquisition, development, improvement, and restoration, of multi-benefit park projects that promote, improve, or protect clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, and open space, including improvements or restoration of areas that buffer our rivers, streams, and their tributaries along with the lakes and beaches throughout

the County. Priority will be given to projects offering the greatest regional benefit, or serving the greatest regional need.

## **2018 Funding Amount**

\$7,399,808 (Category 3 - 13% of Measure A funds; General Competitive - 60% of Category 3 funds)

## **Project Types**

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 3.

### *Open Spaces*

- Parks
- Fire prevention
- Lawn/turf repair
- New or improved access points to mountain, foothill, river, stream, and wetland areas
- Restoration of natural habitat
- Scenic vistas
- Wildlife corridors and habitats

### *Natural Lands*

- Habitat gardens
- Land stewardship
- Nature centers
- Preservation of natural lands
- Revegetation of drought tolerant plants
- Tree planting

### *Water Conservation*

- Drainage basins
- Irrigation projects
- Permeable walkways and play surfaces
- Rainwater harvesting
- Revegetation of banks and waterways
- Stormwater capture and other water recycling

### *Watershed Protection*

- Beach and coastal watershed clean up
- Community trash clean up
- Drinking water improvements
- Lake or reservoir clean up
- Riparian corridor improvements
- River and stream clean up
- River and stream Parkway development

### *Beaches*

- Active recreation amenities
- New or improved fishing and boating facilities
- Pier/dock improvements
- Replacement of sand
- Restrooms/shower facilities
- Access facilities, roadways, parking lots, trailheads, etc.

## **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Project Eligibility*

- The project plans for, acquires, develops, improves, or restores a multi-benefit park project.
- The project promotes, improves, or protects clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, or open space.
- The project is a permanent capital project.
- The project's requested grant award size is a minimum of \$50,000 and maximum of \$3,700,000.

### *Project Feasibility*

#### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

#### Planning and Design

- Design documents of 30% or greater are complete; or



- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

#### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

#### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

#### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

#### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

#### *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

#### **Award Size**

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000

Maximum: \$3,700,000

## Brackets

Small: \$50,000 - \$499,999

Medium: \$500,000 - \$999,999

Large: \$1,000,000 - \$1,999,999

Jumbo: \$2,000,000 - \$3,700,000

## Evaluation Criteria

Proposed projects will be scored and ranked on the basis of the applicant’s responses to the specific criteria and subcriteria below. Note that acquisition-only projects will be scored only against other acquisition-only projects. Evaluation includes all criteria shown below excluding “Park Facility/Amenity Conditions” and “Creativity, Place-Making, & Design.” Projects will be scored out of 90 points total.

EVALUATION CRITERIA	POINTS
<p><b>Level of Need</b>            Level of need is based on the current Countywide PNA determination. Projects located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.</p> <p>Only one of the following four subcriteria may apply to each project.</p>	25
<p><i>(A) Project is located in a High or Very High need Study Area.</i></p>	25
<p><i>(B) Project is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	6-15
<p><i>(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	10
<p><i>Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	1-4
<p><b>Regional Benefits</b>            Projects that provide new or improved facilities or amenities throughout the region will receive more points than projects that provide services only to local communities.</p>	20 max.

Projects may meet one or more of the criteria below to be awarded, totaling up to 20 points maximum.	
<i>Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a 25-mile radius.</i>	0-15
<i>Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a 15-mile radius.</i>	10-14
<i>Project will add one or more facilities/amenities that do not currently exist, or improve one or more facilities/amenities that are one of its kind, within a 10-mile radius.</i>	0-9
<i>Project involves the collaboration of at least three or more adjacent Study Areas or cities.</i>	5
<p><b>Multi-Benefit Projects</b></p> <p>Projects that maximize or enhance recreation opportunities and one or more of the following benefits related to sustainability: protection or enhancement of the natural environment, stormwater capture, water and air quality improvements, greenhouse gas (GHG) reductions, carbon sequestration, heat-island reductions; habitat protection and biodiversity, community health improvements, or any combination thereof.</p> <p>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</p>	<b>20 max.</b>
<p><b>Habitat Protection and Biodiversity</b></p> <p><i>Project includes features to preserve important habitat areas and biodiversity.</i></p>	0-5
<p><b>Healthy Ecosystem</b></p> <p><i>Project includes the use of native California flora and fauna and provides measures to protect against disease or infestation.</i></p>	0-3
<p><b>Water Quality Improvements</b></p> <p><i>Project includes features to improve water quality which go beyond those required by State and local codes.</i></p>	0-3
<p><b>Stormwater Capture and Attenuation</b></p> <p><i>Project includes features to capture stormwater and attenuate potential flood conditions which go beyond those required by State and local codes.</i></p>	0-3
<p><b>Water Conservation</b></p> <p><i>Project includes features to reduce or minimize the use of water for irrigation, recreation, and domestic use which go beyond those required by State and local codes.</i></p>	0-3
<p><b>Public Safety</b></p> <p><i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime.</i></p>	0-3
<p><b>Climate Resiliency</b></p> <p><i>Project includes features to accommodate and adapt to climate change.</i></p>	0-3

<p><b>Greenhouse Gas (GHG) Reductions</b>  <i>Project includes features to reduce existing GHG emissions that go beyond those required by current regulations.</i></p>	0-2
<p><b>Air Quality Improvements</b>  <i>Project includes features to reduce existing criterion air pollutant emissions that go beyond those required by current regulations.</i></p>	0-2
<p><b>Active Recreation and Fitness</b>  <i>Project includes components to promote active recreation, health, and fitness.</i></p>	0-2
<p><b>Food Access</b>  <i>Project includes components to enhance access to healthy food.</i></p>	0-2
<p><b>Carbon Sequestration</b>  <i>Project includes features to sequester carbon that go beyond typical plantings found in park projects.</i></p>	0-1
<p><b>Heat-Island Reduction</b>  <i>Project includes features to reduce heat-island effects, in ways that go beyond typical plantings found in park projects.</i></p>	0-1
<p><b>Community Involvement</b>  Applicants who have conducted or plan to conduct meaningful outreach to community members and interested stakeholders will receive points based on the degree of and approaches to community engagement conducted prior to grant application and/or planned for the period after the grant is awarded that goes beyond the project eligibility requirement for community engagement.   Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.</p>	20
<p><i>Project includes robust and innovative outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	15-20
<p><i>Project includes sufficient outreach and includes outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	6-14
<p><i>Project includes minimal and limited outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i></p>	0-5
<p><b>Park Facility/Amenity Conditions</b>  Projects that propose to fix or replace an amenity that has been identified to be in "poor" or "fair" condition, as defined by the PNA, will receive points based on the existing condition of the amenity and/or the percentage of the amenities that are in "poor" condition within the Study Area in which the project is located.   Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.</p>	5 max.
<p><i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>poor</u> condition. More points will be given based on the scale, function, and importance of the amenity.</i></p>	0-5
<p><i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>fair</u> condition. More points will be given based on the</i></p>	0-2

<i>scale, function, and importance of the amenity.</i>	
<i>Project is located in a Study Area with at least 50% of its amenities in poor condition.</i>	5
<i>Project is located in a Study Area with between 40% and 49% of its amenities in poor condition.</i>	4
<i>Project is located in a Study Area with between 30% and 39% of its amenities in poor condition.</i>	3
<i>Project is located in a Study Area with between 20% and 29% of its amenities in poor condition.</i>	2
<i>Project is located in a Study Area with between 10% and 19% of its amenities in poor condition.</i>	1
<p><b>Leveraging of Funds</b></p> <p>Measure A encourages projects that leverage public and private funding from several specific types of benefit programs. Please submit a budget indicating secured funding sources and amounts that will be leveraged for the project. Relevant funding sources specifically called out in Measure A are those that address the following:</p> <ul style="list-style-type: none"> <li>• Water conservation and supply; water quality improvements; flood risk management;</li> <li>• Air quality improvements; climate pollution reduction or adaptation; carbon sequestration; heat-island reduction; habitat protection and biodiversity;</li> <li>• Public health; environmental justice; housing; and/or transportation access.</li> </ul>	5
<i>Project will receive at least 45% of the project's cost from the listed public and private funding sources.</i>	5
<i>Project will receive between 25% and 44% of the project's cost from the listed public and private funding sources.</i>	4
<i>Project will receive between 10% and 24% of the project's cost from the listed public and private funding sources.</i>	3
<p><b>Creativity, Place-Making, and Design</b></p> <p>Projects will receive points for creativity, place-making, and high quality design.</p> <p>Points will be awarded based on the evaluators' assessment of the level of creativity and quality of the design.</p>	5
<i>Project includes a high level of creativity and quality of design and place-making.</i>	4-5
<i>Project includes a moderate level of creativity and quality of design and place-making.</i>	0-3
<b>Total Points</b>	<b>100</b>

### 3.3.3.3 GENERAL COMPETITIVE (CATEGORY 4)

#### Description

Category 4 grant projects should improve and protect regional recreational facilities, trails and accessibility projects. Greater priority will be given to trail and accessibility projects that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.

#### 2018 Funding Amount

\$6,166,507 (Category 4 - 13% of Measure A funds; General Competitive - 50% of Category 4 funds)

#### Project Types

Below is a non-exhaustive list of projects that may be eligible for grant funds under Category 4.

##### *Regional Recreational Facilities*

- Aquatic facilities
- Development of new regional park facilities
- Equestrian staging areas
- Improvements to existing regional park facilities
- Golf course facilities
- Multi-use sports facilities

##### *Multi-use Trails*

- Addition of amenities along trail corridor
- Development of new multi-use trails
- Trail maintenance
- Trailhead amenities and improvements

##### *Accessibility*

- ADA restroom upgrades
- ADA walkway/sidewalk improvements
- ADA-compliant amenities
- Bike storage facilities at parks, trails, recreation centers, and beaches
- Connections from Class I bike paths to recreation facilities
- General trail and walkway repairs or improvements
- Interactive wayfinding
- Parking facilities serving parks and recreational facilities
- Pathways and trails connecting transit stops to park and recreation facilities, open space, natural lands, or beaches
- Projects that utilize publicly owned rights-of-way and vacant spaces

- Safety improvements such as crosswalks and pedestrian signals that provide safer access (must be adjacent to facility)
- Trailhead improvements

## Project Requirements

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Project Eligibility*

- The project acquires, develops, improves, and/or rehabilitates land for regional recreational facilities, multi-use trails, and/or accessibility.
- The project is a permanent capital project.
- The project's requested grant award size is a minimum of \$50,000 and maximum of \$3,100,000.

### *Project Feasibility*

#### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

#### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

#### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

#### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

#### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

### *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

### **Award Size**

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000

Maximum: \$3,100,000

### *Brackets*

Small: \$50,000 - \$499,999

Medium: \$500,000 - \$999,999

Large: \$1,000,000 - \$1,999,999

Jumbo: \$2,000,000 - \$3,100,000

### **Evaluation Criteria**

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below. Note that acquisition-only projects will be scored only against other acquisition-only projects. Evaluation includes all criteria shown below excluding "Park Facility/Amenity Conditions" and "Creativity, Place-Making, & Design." Projects will be scored out of 90 points total.

EVALUATION CRITERIA	POINTS
<b>Level of Need</b> Level of need is based on the current Countywide PNA determination. Projects located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.  Only one of the following four subcriteria may apply to each project.	25



<p><i>(A) Project is located in a High or Very High need Study Area.</i></p>	<p>25</p>
<p><i>(B) Project is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	<p>6-15</p>
<p><i>(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	<p>10</p>
<p><i>Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	<p>1-4</p>
<p><b>Multi-Benefit Projects</b></p> <p>Projects that maximize or enhance recreation opportunities and one or more of the following benefits related to sustainability: protection or enhancement of the natural environment, stormwater capture, water and air quality improvements, greenhouse gas (GHG) reductions, carbon sequestration, heat-island reductions; habitat protection and biodiversity, community health improvements, or any combination thereof.</p> <p>Projects may receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</p>	<p><b>20 max.</b></p>
<p><b><i>Habitat Protection and Biodiversity</i></b></p> <p><i>Project includes features to preserve important habitat areas and biodiversity.</i></p>	<p>0-5</p>
<p><b><i>Healthy Ecosystem</i></b></p> <p><i>Project includes the use of native California flora and fauna and provides measures to protect against disease or infestation.</i></p>	<p>0-3</p>
<p><b><i>Water Quality Improvements</i></b></p> <p><i>Project includes features to improve water quality which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b><i>Stormwater Capture and Attenuation</i></b></p> <p><i>Project includes features to capture stormwater and attenuate potential flood conditions which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b><i>Water Conservation</i></b></p> <p><i>Project includes features to reduce or minimize the use of water for irrigation, recreation, and domestic use which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b><i>Public Safety</i></b></p> <p><i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or</i></p>	<p>0-3</p>

<i>prevention of crime.</i>	
<b>Climate Resiliency</b> <i>Project includes features to accommodate and adapt to climate change.</i>	0-3
<b>Greenhouse Gas (GHG) Reductions</b> <i>Project includes features to reduce existing GHG emissions that go beyond those required by current regulations.</i>	0-2
<b>Air Quality Improvements</b> <i>Project includes features to reduce existing criterion air pollutant emissions that go beyond those required by current regulations.</i>	0-2
<b>Active Recreation and Fitness</b> <i>Project includes components to promote active recreation, health, and fitness.</i>	0-2
<b>Food Access</b> <i>Project includes components to enhance access to healthy food.</i>	0-2
<b>Carbon Sequestration</b> <i>Project includes features to sequester carbon that go beyond typical plantings found in park projects.</i>	0-1
<b>Heat-Island Reduction</b> <i>Project includes features to reduce heat-island effects, in ways that go beyond typical plantings found in park projects.</i>	0-1
<b>Community Involvement</b> Applicants who have conducted or plan to conduct meaningful outreach to community members and interested stakeholders will receive points based on the degree of and approaches to community engagement conducted prior to grant application and/or planned for the period after the grant is awarded that goes beyond the project eligibility requirement for community engagement.  Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan.	20
<i>Project includes robust and innovative outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i>	15-20
<i>Project includes sufficient outreach and includes outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i>	6-14
<i>Project includes minimal and limited outreach strategies (beyond the project eligibility requirement for community engagement) that will engage the identified target audience.</i>	0-5
<b>Connectivity</b> Projects that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.  Between 0 and 15 points will be awarded based on the evaluators' assessment of how the project provides connectivity to other areas.	15

<i>Project provides <u>new</u> physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.</i>	0-15
<i>Project provides <u>improvements</u> to existing physical connections that connect river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.</i>	0-10
<b>Accessibility</b> Projects that provide accessibility for many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities, especially in urban areas.	<b>15</b>
<i>Project provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.</i>	0-15
<i>Project meets the subcriterion above <u>and</u> this access is provided within an urban area.</i>	5
<b>Facility/Amenity Conditions</b> Projects that propose to fix or replace an amenity that has been identified to be in “poor” or “fair” condition, as defined by the PNA, will receive points based on the existing condition of the amenity and/or the percentage of the amenities that are in “poor” condition within the Study Area in which the project is located.  Projects may receive points from multiple applicable subcriteria below, totaling up to a maximum of 5 points.	<b>5</b>
<i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>poor</u> condition. More points will be given based on the scale, function, and importance of the amenity.</i>	0-5
<i>Project fixes or replaces an amenity that has been identified by the PNA or another adopted community planning document to be in <u>fair</u> condition. More points will be awarded based on the scale, function, and importance of the amenity.</i>	0-2
<i>Project is located in a Study Area with at least 50% of its amenities in poor condition.</i>	5
<i>Project is located in a Study Area with between 40% and 49% of its amenities in poor condition.</i>	4
<i>Project is located in a Study Area with between 30% and 39% of its amenities in poor condition.</i>	3
<i>Project is located in a Study Area with between 20% and 29% of its amenities in poor condition.</i>	2

<i>Project is located in a Study Area with between 10% and 19% of its amenities in poor condition.</i>	1
<b>Total Points</b>	<b>100</b>

### **3.3.3.4 COUNTY CULTURAL FACILITIES (CATEGORY 4)**

#### **Description**

Of Category 4 funds, which are granted to projects that acquire, develop, improve and/or restore regional recreational facilities and multi-use trails, up to ten percent (10%), on an annual basis, shall be allocated to County cultural facilities.

#### **2018 Funding Amount**

\$1,233,301 available annually (Category 4 - 13% of Measure A funds, Cultural Facilities - 10% of Category 4 funds)

#### **Project Types**

Below is a non-exhaustive list of projects that may be eligible for County Cultural Facilities grant funds under Category 4.

- Development of new facilities
- Expansion of existing facilities
- Improvement or refurbishment of permanently installed exhibits
- Projects that provide increased access to cultural facilities
- Repairs or improvements to existing facilities

#### **Project Requirements**

Applicants must meet all of the following requirements in order to apply for a grant award:

##### *Project Eligibility*

- The project improves, refurbishes, enhances an existing County-owned cultural facility; creates a new County-owned cultural facility; or the project is developed on County-owned land and the owner is an agency of which the County is a partner.
- The project acquires, develops, improves, and/or rehabilitates land for regional recreational facilities, multi-use trails, and/or accessibility.
- The project is a permanent capital project.
- The project's requested grant award size is a minimum of \$50,000 and maximum of \$1,200,000.

## *Project Feasibility*

### Land Access/Tenure

- Agency owns the land in question;
- Agency has entered into a lease or other use agreement for the land in question; or
- Agency has concrete plans as to how access or tenure will be acquired or arranged.

### Planning and Design

- Design documents of 30% or greater are complete; or
- Agency has sketch-level plans for project design and a planned approach as to how and when planning and design will be completed.

### Permitting and CEQA Compliance

- Project is exempt from regulatory permits and CEQA;
- Any necessary permitting and CEQA documents are completed and certified; or
- Agency has concrete plans as to how and when permitting and CEQA will be completed.

### Adverse Site Conditions (e.g., overhead or underground utilities, toxic contamination, etc.)

- There are no adverse site conditions that would affect project implementation;
- Adverse site conditions have been characterized and the agency has concrete plans for addressing them; or
- Adverse site conditions are known to exist but have not been characterized. Agency has plans as to how and when these conditions will be addressed, with appropriate budget contingencies in the project budget.

### Project Cost and Funding

- Agency has a detailed budget consistent with the level of planning and design completed to date, as well as a plan for funding to cover the budgeted costs, with appropriate contingencies given the level of planning completed.

### Project Schedule

- Agency has a detailed schedule from grant receipt to project completion that reflects the level of planning, design, permitting and community involvement that will be necessary for the project.

### Operations and Maintenance

- The project has an appropriately detailed financial plan for operation and maintenance of the completed project.

## *Community Engagement*

The project must meet the minimum community engagement requirements described in Section 3.3.1.1.

## Award Size

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000

Maximum: \$1,200,000

### Brackets

Small: \$50,000 - \$249,999

Medium: \$250,000 - \$549,999

Large: \$550,000 - \$1,200,000

## Evaluation Criteria

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below.

EVALUATION CRITERIA	POINTS
<p><b>Level of Need</b>            Level of need is based on the current Countywide PNA determination. Projects located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.</p> <p>Only one of the following four subcriteria may apply to each project.</p>	25
<p><i>(A) Project is located in a High or Very High need Study Area.</i></p>	25
<p><i>(B) Project is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	6-15
<p><i>(C) Project does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	10
<p><i>Project does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	1-4

<p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	
<p><b>Multi-Benefit Projects</b>  Projects that maximize or enhance recreation opportunities and one or more of the following benefits related to sustainability: protection or enhancement of the natural environment, stormwater capture, water and air quality improvements, greenhouse gas (GHG) reductions, carbon sequestration, heat-island reductions; habitat protection and biodiversity, community health improvements, or any combination thereof.</p> <p>Projects can receive full or partial credit in each subcriterion below, totaling up to a maximum of 20 points.</p>	<p><b>20 max.</b></p>
<p><b>Habitat Protection and Biodiversity</b>  <i>Project includes features to preserve important habitat areas and biodiversity.</i></p>	<p>0-5</p>
<p><b>Water Quality Improvements</b>  <i>Project includes features to improve water quality which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b>Stormwater Capture and Attenuation</b>  <i>Project includes features to capture stormwater and attenuate potential flood conditions which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b>Water Conservation</b>  <i>Project includes features to reduce or minimize the use of water for irrigation, recreation, and domestic use which go beyond those required by State and local codes.</i></p>	<p>0-3</p>
<p><b>Public Safety</b>  <i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime.</i></p>	<p>0-3</p>
<p><b>Climate Resiliency</b>  <i>Project includes features to accommodate and adapt to climate change.</i></p>	<p>0-3</p>
<p><b>Greenhouse Gas (GHG) Reductions</b>  <i>Project includes features to reduce existing GHG emissions that go beyond those required by current regulations.</i></p>	<p>0-2</p>
<p><b>Air Quality Improvements</b>  <i>Project includes features to reduce existing criterion air pollutant emissions that go beyond those required by current regulations.</i></p>	<p>0-2</p>
<p><b>Active Recreation and Fitness</b>  <i>Project includes components to promote active recreation, health, and fitness.</i></p>	<p>0-2</p>
<p><b>Food Access</b>  <i>Project includes components to enhance access to healthy food.</i></p>	<p>0-2</p>
<p><b>Carbon Sequestration</b></p>	<p>0-1</p>

<i>Project includes features to sequester carbon that go beyond typical plantings found in cultural facility projects.</i>	
<b>Heat-Island Reduction</b> <i>Project includes features to reduce heat-island effects, in ways that go beyond typical plantings found in cultural facility projects.</i>	0-1
<b>Community Involvement</b> Applicants who have conducted or plan to conduct meaningful outreach to community members and interested stakeholders will receive points based on the degree of and approaches to community engagement conducted prior to grant application and/or planned for the period after the grant is awarded that goes beyond the project eligibility requirement for community engagement.  Between 0 and 20 points will be awarded based on the evaluators' assessment of the submitted community involvement plan. The community involvement plan should include target audiences, outreach strategies, and outcomes or desired outcomes. Also, include strategies for reaching members of high and very high need Study Areas and non-English speaking populations, if applicable.	20
<i>Project includes robust and innovative outreach strategies (beyond the project eligibility requirement for community engagement) that will engage identified target audience.</i>	15-20
<i>Project includes sufficient outreach and includes outreach strategies (beyond the project eligibility requirement for community engagement) that will engage identified target audience.</i>	6-14
<i>Project includes minimal and limited outreach strategies (beyond the project eligibility requirement for community engagement) that will engage identified target audience.</i>	0-5
<b>Accessibility</b> Projects that provide accessibility for many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities, especially in urban areas.	20
<i>Project provides access to many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities. More points will be awarded to projects that intentionally provide access to more types of users.</i>	0-20
<i>Project meets the subcriterion above <u>and</u> this access is provided within an urban area.</i>	5
<b>Creativity, Place-Making, and Design</b> Projects will receive points for creativity, place-making, and high quality design.  Between will be awarded based on the evaluators' assessment of the level of creativity and quality of the design.	15
<i>Project includes a high level of creativity and quality of design and place-making.</i>	6-15
<i>Project includes a moderate level of creativity and quality of design and place-making.</i>	0-5
<b>Total Points</b>	100



### 3.3.3.5 RECREATION ACCESS (CATEGORIES 3 & 4)

#### Description

Measure A allows for up to 15 percent (15%) of Category 3 and 4 funds to be awarded to recreation access programs. These programs shall increase the ability of residents to access public lands, park facilities, and park amenities, including education, interpretive services, safety information, transportation, and other activities that increase the accessibility for County residents, especially those in high-need and very high-need areas.

#### 2018 Funding Amount

\$3,699,904 available annually (Categories 3 & 4 - 26% of Measure A funds; Recreation Access - 15% of Categories 3 & 4 funds)

#### Program Types

Below is a non-exhaustive list of programs that may be eligible for Recreation Access grant funds under Category 3 and Category 4.

- Educational and interpretive programs that promote park use
- Resource interpretive programs and nature education
- Pop-up recreational or interpretive programs
- Programs that provide or fund transportation from areas of High and Very High need to beaches, regional parks, cultural facilities, recreational events, or natural parks

#### Program Requirements

Applicants must meet all of the following requirements in order to apply for a grant award:

##### *Program Eligibility*

- The program increases the ability for county citizens to access public lands, park facilities, park amenities, and recreational opportunities.
- The program meets the requirements of the Americans with Disabilities (ADA) Act of 1990.
- The program must provide an annual third-party program evaluation report.

##### *Program Feasibility*

The program must meet at least one of the following:

- The program has already been established.
- The program provider has a track record of running similar types of programs at other locations.

- The program provider has not run programs similar to the one proposed, but is either well-established in the service area or has established a partnership with an agency or community based organization (CBO) that is well-established in the service area.

## Award Size

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

Minimum: \$50,000  
Maximum: \$1,850,000

### Brackets

Small: \$50,000 - \$499,999  
Medium: \$500,000 - \$999,999  
Large: \$1,000,000 - \$1,850,000

## Evaluation Criteria

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below.

EVALUATION CRITERIA	POINTS
<p><b>Level of Need</b> Level of need is based on the current Countywide Parks Needs Assessment determination. Programs located within or serving Study Areas or subareas with High or Very High need will receive more points than projects that do not.</p> <p>Only one of the following four subcriteria will apply to each project.</p>	20
<p><i>(A) Program is located in a High or Very High need Study Area.</i></p>	20
<p><i>(B) Program is not located in a High or Very High need Study Area, but directly serves the residents of a High or Very High need Study Area.</i></p> <p><i>This subcriterion will be scored on a range of 6 to 15 points depending on how the project serves residents of the High or Very High need Study Area.</i></p>	6-15
<p><i>(C) Program does not meet subcriterion (A) or (B), but is located within a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p>	10

<p><i>Program does not meet subcriterion (A), (B), or (C), but directly serves a High or Very High need subarea within a Study Area that contains at least 5,000 residents living in High or Very High need subareas.</i></p> <p><i>This subcriterion will be scored on a range of 1 to 4 points depending on how the project serves residents of the High or Very High need subarea.</i></p>	1-4
<p><b>Program Benefits</b>  Programs that improve accessibility, connectivity, and safety, and provide opportunities for education, interpretive services, and active recreation.</p> <p>Programs can receive full or partial credit in each subcriterion below, totaling up to a maximum of 30 points.</p>	30 max.
<p><b>Goals and Objectives</b></p> <p><i>Organization has clearly stated its goals and objectives (e.g., service or recruit a certain number of participants), and has provided a detailed description on how these goals and objectives will be met, and an evaluation program to show how the outcomes are met.</i></p>	0-5
<p><b>Accessibility</b></p> <p><i>Program provides accessibility for many users, including hikers, equestrians, bicyclists, seniors, and persons with disabilities, especially in urban areas. More points will be awarded to programs that intentionally provide access to more types of users, and/or targets its services to urban areas.</i></p>	0-5
<p><b>Participant Recruitment</b></p> <p><i>Agency or organization actively recruits and publicizes the program to a wide range of participants within the area served.</i></p>	0-5
<p><b>Connectivity</b></p> <p><i>Program connects (or offers transportation from) river, mountain, and urban areas, especially to County Parks, State Parks, the National Forest, the National Recreation Area(s), and the National Monument(s), and that link other canyons and regional and local parks throughout the County.</i></p>	0-3
<p><b>Interpretive Programs and Education</b></p> <p><i>Program includes an educational component that promotes park use, the environment, the outdoors, and/or recreation.</i></p>	0-3
<p><b>Public Safety</b></p> <p><i>Project includes features that improve safety conditions through the provision of safe equipment and facilities and the reduction or prevention of crime.</i></p>	0-3
<p><b>Active Recreation and Fitness</b></p> <p><i>Program includes components to promote active recreation (e.g., pedestrian and bicycle travel), health, and fitness.</i></p>	0-3
<p><b>Community Participation</b></p> <p>Programs must incorporate outreach to community members and interested stakeholders (participants) and will receive points based on the degree of and approach to community outreach conducted.</p> <p>Between 0 and 20 points will be awarded based on the evaluators' assessment of community participation.</p>	20
<p><i>Program incorporates robust and innovative outreach strategies that will engage the identified target audience.</i></p>	15-20
<p><i>Program incorporates sufficient outreach strategies that will engage the identified target audience.</i></p>	6-14
<p><i>Program incorporates minimal and limited outreach strategies that will engage the identified target audience.</i></p>	0-5

Total Points	70
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### 3.3.3.6 CATEGORY 5 YOUTH AND VETERAN JOB TRAINING AND PLACEMENT OPPORTUNITIES PROGRAM

#### Description

Category 5 grants provide funds for two types of programs:

- **Education and Skills Training Program.** Organizations, including conservation corps, are eligible for funds if they administer a program within the county that provides education, skills training, and career pathway development to young adults, aged 18 to 25, or veterans, to implement park projects.
- **Certification and Job Placement Program.** Organizations, including conservation corps, are eligible for funds if they administer a program within the county that provides certifications and placement services, or apprenticeship opportunities, for young adults, aged 18 to 25, or veterans, for jobs and careers in the Parks and Recreation field.

#### 2018 Funding Amount

*Education and Skills Training Program*

\$2,884,028 (80% of Category 5 funds)

*Certification and Job Placement Program*

\$721,007 (20% of Category 5 funds)

#### Program Types

Below is a non-exhaustive list of programs that may be eligible for grant funds under Category 5.

*Education and Skills Training Program*

- Apprenticeship programs
- Certification programs
- Educational seminars
- Formal coursework
- Internship/entry level job placement
- Job skills classes that focus on education and training needed to work in the Parks and Recreation field
- Trade schools that focus on skills needed to work in the Parks and Recreation Field
- Tuition grants/stipends

*Certification and Job Placement Program*

- Apprenticeship programs

- Arborist training and certification for tree planting and maintenance in parks
- Landscape architecture certification with emphasis on parks and recreation
- Sustainability/LEED accreditation with emphasis on parks and recreation facilities

## Program Requirements

Applicants must meet all of the following requirements in order to apply for a grant award:

### *Program Eligibility*

The program must meet at least one of the following:

- The applicant is an eligible organization within the county, including certified conservation corps, that provides education, skills training, and career pathway development to implement park projects; AND  
The program's requested grant award size is a minimum of \$50,000 and maximum of \$1,400,000.
- The applicant is an eligible organization within the county that provides certifications and placement services, or apprenticeship opportunities for jobs and careers in the Parks and Recreation field, for young adults, aged 18-25, or veterans; AND  
The program's requested grant award size is a minimum of \$50,000 and maximum of \$350,000.

The program must also provide an annual third-party program evaluation report.

### *Program Feasibility*

The program must meet at least one of the following:

- The program has already been established.
- The program provider has a track record of running similar types of programs at other locations.
- The program provider has not run programs similar to the one proposed, but is either well-established in the service area or has established a partnership with an agency or community based organization (CBO) that is well-established in the service area.

## Award Size

Requested grant awards must meet the minimum and maximum grant award size requirements. Grant applications will be categorized into different thresholds of award size brackets depending on the requested size of the grant award. Grant applications within the same award size bracket will be evaluated and compete against each other.

### *Education and Skills Training Program*

Minimum: \$50,000

Maximum: \$1,400,000

## Brackets

Small: \$50,000 - \$249,999

Medium: \$250,000 - \$549,999

Large: \$550,000 - \$1,400,000

## *Certification and Job Placement Program*

Minimum: \$50,000

Maximum: \$350,000

## Brackets

Small: \$50,000 - \$99,999

Medium: \$100,000 - \$199,999

Large: \$200,000 - \$350,000

## **Evaluation Criteria**

Proposed projects will be scored and ranked on the basis of the applicant's responses to the specific criteria and subcriteria below.

<b>EVALUATION CRITERIA</b>	<b>POINTS</b>
<b>Level of Need</b> Organizations that provide services to, or recruit a majority of their participants from, the areas of High and Very High need, as identified in the 2016 Countywide PNA.  Only one of the following three subcriteria will apply to each project.	<b>20</b>
<i>Organization provides services to, or recruits more than 75% of their participants from, a High or Very High need Study Area.</i>	<i>20</i>
<i>Organization provides services to, or recruits 50% to 75% of their participants from, a High or Very High need Study Area.</i>	<i>15</i>
<i>Organization provides services to, or recruits 25% to 49% of their participants from, a High or Very High need Study Area.</i>	<i>5</i>
<b>Program Benefits</b> Describe in detail the program that your organization provides related to (1) education, skills training, and career pathway development to implement park projects, and/or (2) certifications and placement services, or apprenticeship opportunities for jobs and careers in the Parks and Recreation field.  Programs can receive full or partial credit in each subcriterion below, totaling up to a maximum of 30 points. Please provide	<b>30 max.</b>

supporting documentation to demonstrate the aforementioned.	
<p><b>Program Quality</b>  <i>Program provided by the organization is of high quality, including having an efficient and effective organizational structure, being staffed by highly trained individuals, providing a wealth of useful resources, fostering invested mentorship relationships, etc.</i></p>	0-5
<p><b>Program Variety</b>  <i>Organization provides a variety of program types (e.g., education, skills training, career pathway development, job training, certification, apprenticeship, etc.) to its participants and serves a variety of participant types (e.g., youth, veterans, seniors, students, etc.).</i></p>	0-5
<p><b>Goals and Objectives</b>  <i>Organization has clearly stated its goals and objectives (e.g., service or recruit a certain number of participants), and has provided a detailed description on how these goals and objectives will be met</i></p>	0-5
<p><b>Participant Recruitment and Retention</b>  <i>Organization actively recruits and publicizes its programs to a wide range of participants, including in high and very high need Study Areas, and has a successful track record of retaining participants.</i></p>	0-5
<p><b>Follow-up Services</b>  <i>Organization effectively and efficiently tracks the status and outcomes of past program participants.</i></p>	0-5
<p><b>History of Success and Outcomes</b>  <i>Organization has defined expectations of participants, developed evaluation tools, and has a history of success through their programs that help participants thrive in their future careers, earn a steady income, and be employed with jobs that promote parks and the environment.</i></p>	0-5
<p><b>Community Participation</b>  Organizations must incorporate outreach to community members and interested stakeholders as a part of their program to recruit participants will receive points based on the degree of and approach to community engagement conducted.   Between 0 and 20 points will be awarded based on the evaluators' assessment of community participation.</p>	20
<p><i>Organization incorporates robust and innovative outreach strategies into its program(s) to engage identified target audience.</i></p>	15-20
<p><i>Organization incorporates sufficient outreach strategies into its program(s) to engage identified target audience.</i></p>	6-14
<p><i>Organization incorporates minimal and limited outreach strategies into its program(s) to engage identified target audience.</i></p>	0-5
<b>Total Points</b>	<b>70</b>



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #9  
March 1, 2018 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Manal Aboelata	Reyna Diaz	John Johns
Jean Armbruster	Hugo Enciso	Nicole Jones
Mark Baucum	Belinda Faustinos	Kim Lamorie
Jane Beesley	Hugo Garcia	Amy Lethbridge
Alina Bokde	Karen Ginsberg	Sussy Nemer
Scott Chan	Mark Glassock	Stefan Popescu
Maria Chong-Castillo	Lacey Johnson	Barbara Romero
Reuben R. De Leon	Bill Jones	Jeff Rubin

**Alternate Members in Attendance:** Sylvia Arredondo, Clement Lau, Robin Mark, Cara Meyer

**1. Comment Summary: *Today's Meeting***

- a. Final recommendations to Board may be less specific than the Steering Committee discussions. Appendix or addendum will include more specificity.
- b. Final recommendations may present minority viewpoints as well, either in the main recommendations or as an addendum.
- c. No outside speakers at meetings, cannot delay timeline any longer.
- d. Will send out calendar invites for future meetings and update with links to agenda items as these are developed.

***AGENDA ITEM: Evaluation Themes – Grant Application Scoring Process***

**1. Comment Summary: *Category Type – Balancing name and content of category with overall goals***

- a. Voters are expecting improvements based on overall goals.
- b. Equity should be primary emphasis.
- c. Projects should match category minimum requirements, not just name.
- d. Need to clarify and expand definitions (e.g. good standing, public park land, open space).
- e. Need should be considered in Categories 3 and 4.
- f. Proposition 68 (SB5) language is a good example of connecting categories with overall goals.



**Response Summary:**

- a. Project must be consistent with the measure, including all the language below each category title. This should be a pass/fail requirement, not an item that is scored.
- b. In general, points should be awarded for elements that contribute to overall goals of Measure A.

**2. Comment Summary: *Level of Need***

- a. 30% to HVHN doesn't get to equity. There should be additional points for level of need.
- b. Points should be awarded for serving areas of high and very need too, especially from a regional perspective.
- c. Including subarea need is diluting the power of the Study Areas and shouldn't receive any points.
- d. Voters saw maps of their Study Areas showing levels of need in the Study Area and they expect funds to meet those needs.
- e. High and Very High Need Study Areas should get a targeted percentage of funds relative to population living in High and Very High Need Study Areas.
- f. 30% targeted funds in Categories 3&4 already go too far and penalize Study Areas with other types of need.
- g. Every Study Area is getting money, regardless of need level. High and Very High Need Study Areas will get an extra amount.
- h. High and Very High Need Study Areas should be elevated in scoring and looked at as a regional issue. Open space and regional projects should be able to make an argument for how they serve need. Should be grounded in PNA data evidence.
- i. Need to look at scenarios of projects serving subareas to determine if this should be considered.
- j. Red and orange subareas within yellow or green Study Areas have resources close by in a way that red and orange subareas within red and orange Study Areas don't. It's an issue of access.
- k. There is so little money to address need compared to the amount of need in the County. Look at historical lack of investments in High and Very High Need Study Areas. What is the mix going to High and Very High Need Study Areas? Connections to income, poverty and race? 80% of people of color live in High and Very High Need Study Areas. Using subareas ignores the context.

**Response Summary:**

- a. Some points should be awarded for projects in High and Very High Need Study Areas.
- b. Some points should be awarded for projects that serve High and Very High Need Study Areas.
- c. Opinion is split on awarding points for project in high need subareas, more information may be needed on this.

**3. Comment Summary: *Multi-Benefit Criteria***

- a. Match measure language and broaden to include and integrate social outcomes.
- b. Do not confuse campaign and PNA with the law as written in the measure.
- c. There should be three buckets of points for social, environmental, and health, each worth the same total point value.
- d. It's dangerous to separate the point buckets because every community is different. Maybe a community doesn't need a project that meets the criteria in one of the buckets. Too specific will disadvantage neighboring communities.
- e. Community outreach will inform what the project should be, the community knows its priorities.
- f. Environmental multi-benefits are easier to demonstrate than gang prevention. More specific guidelines and examples would help with scoring.
- g. Anti-displacement criteria should have own space outside the multi-benefit criteria, refer to TCC and Prop. 68.
- h. There should be a separate category for health. Currently a project can get all points without considering health at all and health was specifically called out in the measure.

- i. Certainly health is a fundamental, but each community has different concerns, so health doesn't need its own bucket.
- j. Need opportunities to give points to projects that go the extra mile rather than just meet minimums.
- k. Use one bucket and allow community to decide highest priorities. Health and safety are priorities in all parks. Splitting creates barriers to funding what the measure said should be funded.
- l. Creating a single bucket of points means that a project could get maximum number of points without truly being multi-benefit. Might have multiple environmental benefits, but not include social or health benefits.
- m. Should not create criteria that eliminates the possibility of funding projects that were specified in the measure.
- n. It's less about eliminating projects and more about adding elements to projects that magnify the benefits.

**Response Summary:**

- a. Agreement that there should be points awarded for multi-benefit projects and this should include social, health and environmental benefits.
- b. Categories should match the measure but be broader than they are now.
- c. No agreement on the idea of a single bucket of points vs. splitting the points into separate buckets.
- d. Recognize that in a competitive grant process not every project will score all the points – the intent of the criteria is to help choose which projects to fund.

**4. Comment Summary: *Evaluation of Open Space and Local Park Projects***

- a. Need to define open space. Piece of land that sits, trails, amenities, etc.
- b. Limiting access and no access are separate issues. Prop 68 differentiates between open space and community parks.
- c. Prop 68 was written as a water bond. Different than Measure A. Scoring should be oriented to need over type of project. Show how open space addresses need.
- d. Have a cap on total pot for open space projects but still must be multi-benefit.
- e. Further define urban space.
- f. Measure is explicit on regional benefit. Be explicit on regional need. Urban fabric is dense.
- g. Projects that have proven they serve users from High and Very High Need Study Areas but weren't assessed in the PNA can't get any points.

**Response Summary:**

- h. Urban and open space projects can both have regional benefits, and both types of project should be equally able to score points.
- i. Amenity condition should be removed or re-worked to ensure that projects without amenities or that didn't participate in the PNA can still score points.
- j. In general, all criteria should be structured so that open space and more urban or local park projects can earn points.

**5. Comment Summary: *Community Engagement***

- a. There should be additional points for extra community engagement.
- b. Need to include and define "robust" engagement requirements.
- c. Community engagement should be required in every grant program.
- d. However, participatory engagement may not be the right approach for necessary infrastructure projects like restrooms and parking.
- e. Community engagement thresholds should be tied to the total project budget, not just the Measure A funding portion

- f. Planning and Design funds needs minimum engagement requirements because otherwise engagement would occur after construction begins.
- g. Opportunity for County to catalyze where we're heading as a County through use of criteria that are potentially on the aspirational side. We don't always get every point in every category and that's fine - the categories can set a tone and alert potential grantees of priorities.

**Response Summary:**

- a. Agreement that points should be awarded for community engagement that goes beyond the minimum requirements
- b. Elements to consider in setting community engagement requirements include infrastructure projects, total project budget, all projects and programs should require engagement.

**Public Comment:**

- a. Elsa Tung – LA Neighborhood Land Trust
  - i. What does "robust" engagement mean?
  - ii. There are great objective criteria in AB31 state park program. Point values and criteria that evaluate the number of outreach methods used, broad representation, number and kind of engagement activities, convenience of meetings. Look to AB31 for objective criteria for robust engagement.
- b. Anisha Hingorani – Advancement Project CA
  - i. Historical inequities are huge, this group is pivotal in moving toward equity.
  - ii. Money has followed affluent communities.
  - iii. Consider larger county issues like displacement.
  - iv. We need displacement avoidance criteria that inspires and encourages people to address displacement.

**6. Comment Summary: *Leveraging Funds***

- a. These may be the only funds that low capacity groups are able to secure.
- b. This criterion shouldn't preclude projects from participating or exacerbate inequality.
- c. Award points for plans to leverage funds, if Measure A funds are the first funds secured.
- d. Prop 68 includes leveraging funds, why not use these funds? Our goal is to get the job done so if we've figured out how to leverage funds, we should get points.
- e. Some communities with low capacity will have a hard time securing other funds.
- f. Can leveraging funds be part of TA? Does the TA schedule allow time for this?
- g. Capacity is so slim so that they only have one person to write grants. Leveraging could be a requirement/expectation in Low Need Study Areas, but not High Need Study Areas. Need to be fair in a context of unequal. PlaceWorks should come back with some creative ways to do this.
- h. To what extent are people creating partnerships, working with Metro for example
- i. In-kind donations or resources could support this. Concerned that nonprofits will have a harder time meeting a monetary requirement. Leveraging funds may not be tied to money but tied to resources.

**Response Summary:**

- a. All criteria will advantage some projects and disadvantage others, so the criteria must be set up in a manner that is fair.
- b. Technical assistance could include assistance with leveraging funds.
- c. General agreement to award points for leveraging funds or plans to leverage, especially if in-kind leveraging or partnerships are considered instead of just money.
- d. Idea that leveraging could be an expectation or standard requirement rather than a point-scoring criteria.

**7. Comment Summary: *Innovation***

- a. Need both innovation and limited subjectivity. Need more clarity about what is scored, more definitions and examples of best practices. Innovation is good, but needs to be practical and rooted in data. Somewhere in between objective and loose.
- b. Innovation can be a detriment to completion. Should be “Innovation and Excellence” so that “traditional” projects that are extremely well-executed are rewarded too - established best-practices shouldn’t be penalized.
- c. Innovation is already embedded in other categories, so it’s a bit of double-dipping to have a separate criterion. Take it out. Innovation will shine in multi-benefit categories.
- d. Innovative approaches to social interactions, cultural facilities, etc. should earn points too. If we keep it, broaden it to be more inclusive.
- e. Innovation and excellence should be higher level principles that are expected to some degree.
- f. Okay with embedding into other places. Excellence should be rewarded in any category.

**Response Summary:**

- i. Consensus to embed points for innovation in all categories and get rid of it as a stand-alone criterion.

**8. Comment Summary: *Subjectivity***

- a. Subjective is very challenging, if there are subjective criteria there need to be benchmarks, guidelines, best practices and examples to guide applicants and scoring panel.
- b. Objective criteria are generally easier for reviewers to use to get on the same page, although some subjective criteria are ok too.
- c. Projects will be very diverse, so object criteria and empirical evidence will be useful when comparing them.
- d. If a criteria is subjective, the evaluation panel should discuss the score for each application.
- e. Nothing on community engagement requirements has been brought back after discussions. We care about engagement and want to learn more about the process and standards. Agree that there should be objective criteria. Subjective leaves it wide open and doesn’t leave benchmarks to guide scorers and commit to.
- f. Can we encompass looking at tools and rubrics? It is difficult to gauge what the best approach is.

**Response Summary:**

- a. If scoring subjective, then evaluation panel members should discuss the item.
- b. Agreement that scoring should be as objective as possible.
- c. Any subjective criteria should be clearly described with best practices and examples so applicants know how to earn points and evaluators can accurately score.

*Meeting Adjourned.*



**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation: Steering Committee Meeting #10**

**March 15, 2018**

**9:30 AM – 12:00 PM**

**Los Angeles River Center and Gardens | Atrium  
570 W. Ave. 26, Los Angeles, CA 90065**

1. Introduction
2. Acquisition-Only Funds
3. Metrics and Tracking
4. Public Comment

Public comment is welcome on any agenda item. Unless otherwise ordered, individuals will be allowed three minutes to speak and representatives or organization/agencies will be given five minutes up to a total of 15 minutes per meeting. Individuals or organizations will be asked to complete a speaker card prior to addressing the Steering Committee.

Note: A person with a disability may request receipt of an agenda in an alternative format. Auxiliary aids or services, such as to assist members of the community who would like to request a disability-related accommodation in addressing the Steering Committee, are available if requested at least 72 hours before the scheduled meeting. Later requests will be accommodated to the extent feasible. Please contact the Los Angeles County Regional Park and Open Space District at PHONE: (626) 588-5060 FAX: (626) 458-1493 TTY: (800) 855-7100 or send an email to [osdinfo@parks.lacounty.gov](mailto:osdinfo@parks.lacounty.gov).

Note: The entire agenda package and any meeting related documentation may be found on <http://rposd.lacounty.gov>.

**Next Steering Committee meeting is on Thursday, April 5, 2018 from 9:30am to noon  
Los Angeles River Center and Gardens, 570 W. Ave. 26, Los Angeles, CA 90065**

**MEASURE A** IMPLEMENTATION  
STEERING COMMITTEE  
MEETING #10  
MARCH 15, 2018

**MEASURE A** Safe, clean neighborhood parks, open space, beaches,  
rivers protection, and water conservation measure  
wcdinfo@parks.lacounty.gov | 626.588.5060 | RPOSD.LAcounty.gov

## TODAY'S AGENDA

1. Introduction
2. Dedicated Acquisition Funds
3. Evaluation Metrics
4. Public Comment

**MEASURE A** wcdinfo@parks.lacounty.gov | 626.588.5060 | RPOSD.LAcounty.gov 2

- New Members
- Future Meeting Topics

**1. INTRODUCTION**

**MEASURE A** wcdinfo@parks.lacounty.gov | 626.588.5060 | RPOSD.LAcounty.gov 3

### 1. INTRODUCTION

New Members

- **Tamika Butler, Executive Director of Los Angeles Neighborhood Land Trust** will be representing LANLT for the remaining meetings.
  - *Thanks to Mark Glassock for his participation*
- **Onnig Bulanikian, Director of Community services and Parks, City of Glendale** will be representing the San Fernando Council of Governments for the remaining meetings.
  - *Thanks to John Bwarie for his participation*

**MEASURE A** wcdinfo@parks.lacounty.gov | 626.588.5060 | RPOSD.LAcounty.gov 4

1. INTRODUCTION

Future Meeting Topics

- **Today:** *Acquisition-Only Funds, Evaluation Metrics*
- **April 5:** *Revised Competitive Grant Scoring Rubrics, Revised TAP, Revised Community Engagement Requirements, RPOSD Engagement Update*
- **April 26:** *Parks Needs Assessment Updates, Revised Bonding Policy, Revised General Grantmaking Policy*
- **May 31:** *Project Delivery/Grant Administration, Additional Carryover Items (as needed)*
- **June 28:** *Final Draft Grant Guidelines Procedures and Policies Recommendations; Board Letter and Summary*



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- A. Overview
  - Need
  - Funding
  - Criteria
- B. Small Group Discussions
- C. Large Group Discussion

2. DEDICATED ACQUISITION FUNDS

2. DEDICATED ACQUISITION FUNDS

Need

Projects that include acquisition can be funded through:

- Community-Based Park Investment (*Category 1*)
- Neighborhood Parks, Healthy Communities, and Urban Greening (*Category 2*)
- Natural Lands, Local Beaches, Water Conservation and Protection (*Category 3*)
- Regional Recreation, Multi-Use Trails, and Accessibility (*Category 4*)



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2. DEDICATED ACQUISITION FUNDS

Need

- Acquisition projects can be **time sensitive** and **unpredictable**
- Acquiring additional park and open space **acreage is critical** in Los Angeles County



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2. DEDICATED ACQUISITION FUNDS

Need

Study Area Acquisition Needs Identified in the 2016 Countywide Parks Needs Assessment\*

Need Level	Acquisition Cost	% of all Acquisition Costs	Acres	# of Projects
Very Low	\$334 million	22%	153.5	31
Low	\$397 million	26%	239	33
Moderate	\$91 million	6%	79.5	27
High	\$137 million	9%	71.6	34
Very High	\$568 million	37%	162.5	57
<b>TOTAL</b>	<b>\$1.528 billion</b>	<b>100%</b>	<b>706.15</b>	<b>182</b>

\*Only includes projects prioritized by Study Areas



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2. DEDICATED ACQUISITION FUNDS

Funding

Proposition A Funding and PNA Cost Estimates

	Proposition A Funding	PNA Prioritized Projects
Projects Involving Acquisition	10% of awarded projects	13% of prioritized projects
Funding	22% of funds dedicated to projects involving acquisition	26% of estimated cost of prioritized projects was for projects involving acquisition

Proposition A and PNA show that **20% to 30% of funds** are likely needed for projects involving acquisition




10

2. DEDICATED ACQUISITION FUNDS

**Recommendation:**

- An **annual competitive grant process** should be used to fund acquisition-only projects
- Funds should come from **Natural Lands, Local Beaches, Water Conservation and Protection (Category 3)** and from **Regional Recreation, Multi-use Trails, and Accessibility (Category 4)**
- Total of **\$2 million annually** (total of 14% of the two grant programs)
  - Could be allocated annually or bonded.




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2. DEDICATED ACQUISITION FUNDS

**Recommendation:**

- Need for acquisition should be **urgent**
  - Less urgent acquisitions can be funded through other Measure A grant programs
- The following acquisitions should be prioritized for funding:
  - Parcels in **High or Very High Need** Study Areas
  - Parcels for **trail connections and access, wildlife corridors, and critical habitat**
- Outcomes should be monitored and the program should be modified as necessary.



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2. ACQUISITION-ONLY FUNDS:  
SMALL GROUP DISCUSSION

### 3. EVALUATION METRICS

Meet in **small groups** for approximately **15 minutes** to discuss the following questions:

1. Should there be a dedicated acquisition fund?
2. How much funding should be dedicated to acquisition-only projects, and from what source(s)?
3. What criteria should be used to evaluate acquisition-only grants?

#### Purpose of discussion:

- Allow Steering Committee members to hear from each other
- Refine personal ideas regarding acquisition-only funds



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2. ACQUISITION-ONLY FUNDS:  
LARGE GROUP DISCUSSION

### 2. DEDICATED ACQUISITION FUNDS

#### Recommendation:

- An annual competitive grant process should be used to fund acquisition-only projects
- Funds should come from *Natural Lands, Local Beaches, Water Conservation and Protection (Category 3)* and from *Regional Recreation, Multi-use Trails, and Accessibility (Category 4)*
- Total of \$2 million annually (total of 14% from the two grant programs)
  - Could be allocated annually or bonded.

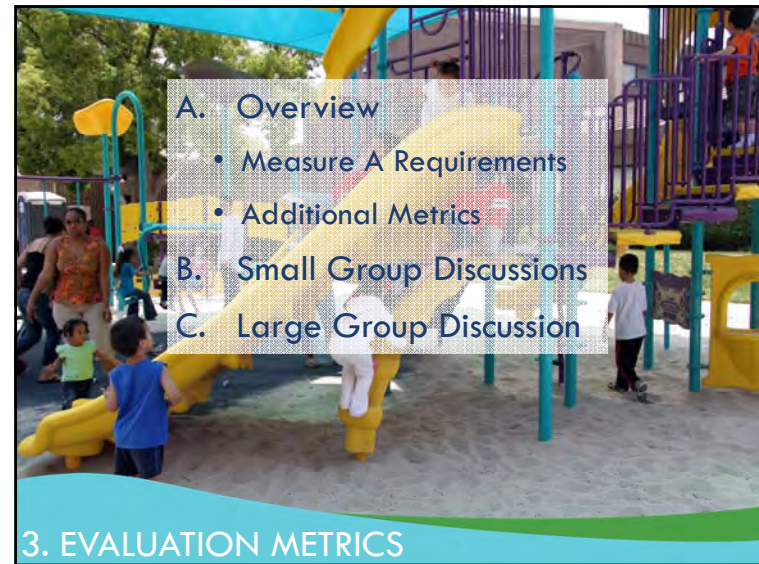


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2. DEDICATED ACQUISITION FUNDS

**Recommendation:**

- Need for acquisition should be urgent
  - Less urgent acquisitions can be funded through other Measure A grant programs
- The following parcels should be prioritized for funding:
  - Parcels in High or Very High Need Study Areas
  - Parcels for trail connections and access, wildlife corridors, and critical habitat
- Outcomes should be monitored and the program should be modified as necessary.



3. EVALUATION METRICS

3. EVALUATION METRICS

**Requirements**

Measure A requires tracking and sharing of the following metrics annually:

- Location and footprint of each funded project
- Grant program funding each project
- Project objectives
- Project status and outcomes
- Leveraged funds

3. EVALUATION METRICS

**Requirements**

RPOSD required to submit periodic evaluations of the program, identifying changes needed to meet Measure A's objectives.





3. EVALUATION METRICS

Large Group Discussion:

1. Are the selected metrics appropriate? Are there other metrics that should be considered?
2. Do you agree with the goals for each metric?
3. What actions should occur if stated goals are not achieved?

Public Comment



Upcoming Meetings

All future meetings will be held at the LA River Center from 9:30 am -12 noon

- Meeting Previously Scheduled for March 29 is CANCELLED
- **Steering Committee Meeting #11 – April 5**  
Revised Competitive Grant Scoring Rubrics; Revised TAP; Revised Community Engagement Requirements; RPOSD Engagement Update
- **Steering Committee Meeting #12 – April 26**  
Park Needs Assessment Updates; Revised Bonding Policy, General Grantmaking Policy

Upcoming Meetings

All future meetings will be held at the LA River Center from 9:30 am -12 noon

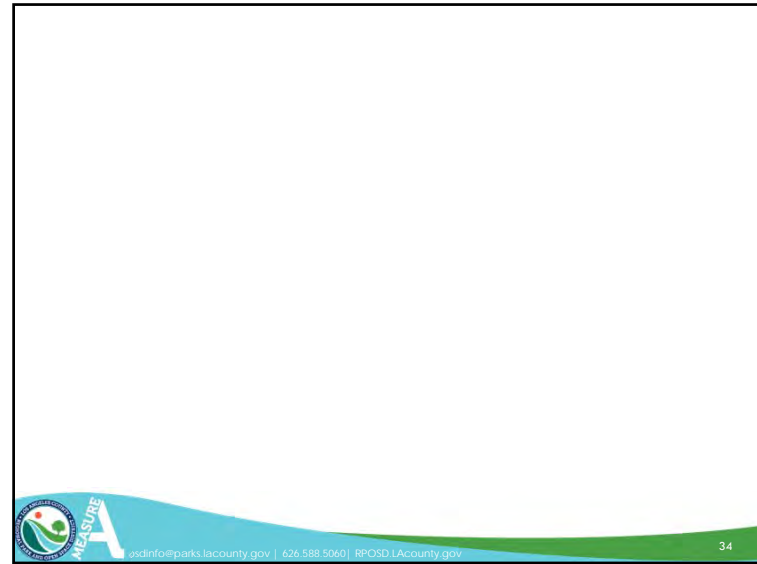
- **Steering Committee Meeting #13 – May 31**  
Project Delivery/Grant Administration; Additional Carryover Items (tbd)
- **Steering Committee Meeting #14 – June 28**  
Final Draft Grant Guidelines Procedures and Policies Recommendations; Board Letter and Summation




MEASURE A IMPLEMENTATION  
STEERING COMMITTEE  
MEETING #10  
MARCH 15, 2018

 Safe, clean neighborhood parks, open space, beaches,  
rivers protection, and water conservation measure  
[wdinfo@parks.lacounty.gov](http://wdinfo@parks.lacounty.gov) | 626.588.5060 | R

The slide features a background image of a paved path winding through a lush green park with purple flowers. Two people are walking on the path. The text is overlaid in white on the top half of the image. A blue and green wavy graphic is at the bottom.



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The slide is mostly blank white space with a blue and green wavy graphic at the bottom. The logo and contact information are positioned in the bottom left corner, and the page number '34' is in the bottom right corner.



## MEMORANDUM

DATE March 8, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Recommendations on Measure A Funding for Acquisition-Only Projects

The purpose of this memorandum is to provide background information on acquisition projects and recommendations on an approach to funding acquisition-only projects with Measure A funds.

Discussions at previous Steering Committee meetings have highlighted the need for funds dedicated to acquisition-only projects. These discussions have focused on the difficulty of anticipating and planning for acquisition projects, as they are contingent on conditions in the real estate market and landowners' plans. Discussions have also emphasized the importance of acquisitions in High and Very High Need Study Areas, where land suitable for recreation can be difficult to secure, and the acute need to acquire land for trail connections and access, wildlife corridors, and critical habitat protection.

### Background

The most frequently prioritized project type documented in the 2016 Countywide Parks Needs Assessment (PNA) was park infrastructure, followed by land acquisition and community recreation centers. The total cost of priority acquisition projects was \$1,528,000,000, equivalent to 28-percent of the total cost (\$5,537,492,000) of all priority projects identified by local agencies. By project quantity, acquisition projects account for 13 percent of the projects identified.<sup>1</sup> As shown in Table 1 below, 46 percent of the requested acquisition funds were for High or Very High Need Study Areas. It is important to note that priority projects are limited to local agency projects. Additional acquisition projects were identified by other entities as part of the PNA and indicate that the regional need for acquisition may be greater than reflected in the priority projects list.

TABLE 1. 2016 PARKS NEEDS ASSESSMENT PRIORITY ACQUISITION PROJECTS BY NEED LEVEL

Need Level	Acquisition Cost	% of All Acquisition Costs	Acres	Number of Projects
Very Low	\$334,296,079	22%	153.55	31
Low	\$397,027,513	26%	239	33
Moderate	\$91,036,382	6%	79.5	27
High	\$137,330,454	9%	71.6	34
Very High	\$568,409,368	37%	162.5	57
<b>TOTAL</b>	<b>\$1,528,099,796</b>	<b>100%</b>	<b>706.15</b>	<b>182</b>

<sup>1</sup> In total, 182 land acquisition projects were prioritized and the average cost of these projects was \$8,400,000.

Measure A can fund acquisition projects under both the both the *Natural Lands, Local Beaches, Water Conservation and Protection (Category 3)* and *Regional Recreation, Multi-Use Trails, and Accessibility (Category 4)* competitive grant programs and under the *Community-Based Park Investment (Category 1)* and *Neighborhood Parks, Healthy Communities & Urban Greening* grant programs. Measure A requires that at least 70 percent of awarded grants be used for development and acquisition costs, yet does not specify the amount or percentage of funds that should be dedicated to acquisition costs only.

### Precedents for Acquisition Spending

Acquisition is an important strategy for both urban and wildland/open space projects. Recognizing this, numerous grant programs that fund acquisition projects and many Parks Departments specify funds for acquisition. However, acquisition and development are often grouped together in a project, and therefore acquisition costs or funding can be difficult to separate out. Available data indicates a wide variance in acquisition spending as a percent of overall funding for both grant programs and regional park and recreation departments.

Acquisition spending under Proposition A is well-documented and provides a relevant precedent for Measure A. Under Proposition A, approximately 10 percent of awarded projects involved acquisition and 22 percent of total funds were dedicated to projects involving acquisition. As shown in Table 2, below, this is comparable to the PNA priority project list for agencies/cities.

TABLE 2. COMPARISON OF PROPOSITION A FUNDING AND PARKS NEEDS ASSESSMENT PRIORITIES

	PROPOSITION A (ACTUAL DEDICATION OF FUNDS)	PARK NEEDS ASSESSMENT (PRIORITIZED PROJECTS)
PROJECTS INVOLVING ACQUISITION	10% of awarded projects involved acquisition	13% of prioritized projects involve acquisition
FUNDS DEDICATED TO ACQUISITION	22% of funds were dedicated to projects involving acquisition	28% of funds for prioritized projects were for acquisition

### Recommendations

Acquisition-only projects can be associated with high costs, may have less detailed plans for project development, and are often time-sensitive due to the real estate market. These projects are also critical to expanding the acres of land dedicated to parks and open space in the County.

- **Timing.** To ensure timely access to funding for acquisitions, an **annual competitive grant process** should be used to fund acquisition-only projects.
- **Acquisition Funding Target.** Sixteen percent of *Natural Lands, Local Beaches, Water Conservation and Protection (Category 3)* funds and fourteen percent of *Regional Recreation, Multi-Use Trails, and Accessibility (Category 4)* funds should be specifically designated for the annual competitive acquisition-only program. This would result in \$1M from each of the two programs, for **a total of \$2M annually**, or fourteen percent of the funds available for those grant programs. Acquisition projects will also be eligible for funding through the competitive *Natural Lands, Local Beaches, Water Conservation and Protection (Category 3)* and *Regional Recreation, Multi-Use Trails, and Accessibility (Category 4)* grant programs. The



County Department of Parks and Recreation and the County Department of Beaches and Harbors may also use funds for acquisition projects. It is anticipated that the total percentage of Category 3 and Category 4 funds used for acquisition will equal or surpass the numbers documented for Proposition A and in the PNA.

- **Evaluation Criteria for Acquisition-Only Competitive Grants.** These funds should prioritize **urgent acquisitions in High and Very High Need Study Areas**, and **urgent acquisitions for trail connections and access, wildlife corridors, and critical habitat.**
- **Monitoring and Course Correction.** The outcomes of the acquisition-only grants should be monitored over time with consideration to the type, size, location, and grantee for projects submitted and projects awarded. In addition, operations and maintenance costs will grow as new amenities are acquired and may result in a shift in need from acquisition to development, operations, and maintenance.



## MEMORANDUM

DATE March 8, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District (RPOSD)  
SUBJECT Metrics for Evaluation of Measure A – Safe Clean Neighborhood Parks, Open Space, Beaches, Rivers Protections, and Water Conservation

### A. INTRODUCTION

As part of its commitment to achieving Measure A's goals to "benefit property and improve the quality of life through the District," RPOSD will use a series of metrics to measure progress toward these goals and toward goals within individual grant programs. RPOSD is committed to applying course corrections in the implementation of Measure A as needed to achieve the Measure's goals, as indicated by the metrics. Additionally, RPOSD is committed to sharing all data it collects and partnering with other organizations to further analyze the impact of Measure A.

This memorandum recommends a set of metrics that could be considered in evaluating Measure A. The purpose of tracking Measure A funding is to ensure that the goals of Measure A are being met, to provide clear means for evaluating the success of implementation over time, and to inform learning and adaptation in implementation. The metrics discussed in this memo were selected based on two principles: first, that an important function of metrics is to focus attention on information that can shape understanding, decision-making, and action; and secondly, that special attention should be paid to the language of the measure approved by voters in determining if the will of the voters is being carried out.

### B. METRICS

Measure A specifies that RPOSD publish a complete accounting of all allocations each year, to include the following information: location and footprint of each funded project, project objectives, status, and outcomes, any matching funds used, and from which grant program the funds were allocated. Additionally, RPOSD is required to submit periodic evaluations of the program, identifying any changes needed to meet the objectives of the Measure.

The metrics identified in Table 1 are key metrics that should be monitored to determine if Measure A is being carried out as the voters intended, or if any areas of concern arise that warrant deeper investigation and corrective actions. The metrics in each category of spending address the voter-approved priorities in each category of spending, and should be used to evaluate each category separately. It is recommended that the metrics in each area be limited to less than ten. If new metrics need to be introduced, they

should substitute for less useful metrics if the number of metrics grows too large to be useful at each level of analysis.

The table identifies applicable metrics for each of Measure A's categories.

## **C. OTHER ENVIRONMENTAL, SOCIAL, DEMOGRAPHIC AND EQUITY METRICS AND EVALUATION**

RPOSD recognizes the importance of tracking environmental, social, demographic and equity metrics and their potential correlations with Measure A funding. These include metrics related to race, ethnicity, income, public health, social programs and activities, and the capacity of agencies and organizations to successfully propose and implement projects. This tracking may be done by individual researchers, universities, research institutions, or other agencies. To this end, RPOSD is committed to sharing of data regarding Measure A funds, and to entering into partnerships with researchers and organizations already collecting data on these topics.

## **D. PROCESS FOR DATA RELEASE AND USE OF METRICS**

It is anticipated that the metrics regarding Measure A funding will be released every year and will be made available in a downloadable spreadsheet on the RPOSD website. RPOSD will also provide a summary of the metrics tracking, as well as any results of studies with partners and research organizations described in Section C, to the Citizens Oversight and Advisory Board. RPOSD will conduct an evaluation of these metrics, and whether the desired outcomes shown in Table 1 have been met, and will make recommendations regarding course corrections and revisions to the implementation of Measure A in a report to the Citizens Oversight and Advisory Board.



## MEMORANDUM

DATE March 8, 2018  
TO Measure A Steering Committee  
FROM Los Angeles County Regional Park and Open Space District  
SUBJECT Revised Steering Committee Calendar/Topics

The updated proposed Steering Committee meeting topics reflect changes required by the process. Additional changes to meeting topics may occur as required by the process. Please note the addition of a final meeting on June 28, 2018.

### **Meeting 10 – March 15, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Project Status and Fund Distribution Tracking
2. Acquisition-Only Grants

### **Meeting 11 – April 5, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Review of Competitive Grants Scoring Rubrics
2. Revised Technical Assistance Program
3. Revised Community Engagement Requirements
4. RPOSD Engagement Update

### **Meeting 12 – April 26, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Park Needs Assessment Updates
2. Revised Bonding Policy
3. Revised General Grantmaking Policy

### **Meeting 13 – May 31, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Project Delivery/Grant Administration
2. Additional Carryover Items (tbd)

### **Meeting 14 – June 28, 2018**

*Location: Los Angeles River Center Atrium. 570 W Ave 26 #100, Los Angeles, CA 90065*

1. Final Draft Grant Guidelines Procedures and Policies Recommendations
2. Board Letter and Summation

**DRAFT - METRICS FOR EVALUATION OF MEASURE A**

Annual Allocations						Competitive Grants					
BoS Dedicated Park Projects	Community-Based Park Investment (Cat. 1)	Neighborhood Parks, Healthy Communities & Urban Greening (Cat. 2)	DPR	DBH	M&S	Natural Lands, Local Beaches, Water Cons'n & Protection (Cat. 3)	Regional Recreation, Multi-use Trails, & Accessibility (Cat. 4)	Recreation Access	Cultural Facilities	Youth and Veteran Job Training & Placement	Implementation, Operations & Oversight

Fund Tracking												Goals	
Total amount and percentage of total revenue spent by category	●	●	●	●	●	●	●	●	●	●	●	●	Spending in each category should reflect the Measure A Expenditure Plan
Amount and percentage of funds spent by, city and uninc. County	●	●	●	●	●	●	●	●	●	●	●	●	Spending in each category should reflect the Measure A Expenditure Plan where applicable
Amount and percentage of funds spent by Study Area	●	●	●	●	●	●	●	●	●	●	●	●	Spending in each category should reflect the Measure A Expenditure Plan where applicable
Total amount and percentage of funds spent in the following areas, as a total, by Study Area, and aggregated by Level of Need:													
<i>Administration</i>	●	●	●	●	●		●	●	●	●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Technical Assistance (including Planning and Design)</i>												●	Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Planning and Design</i>	●	●	●	●	●		●	●	●	●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Acquisition</i>	●	●	●	●	●		●	●	●				Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Community Engagement</i>	●	●	●	●	●		●	●	●				Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Development/Construction</i>	●	●	●	●	●		●	●	●				Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Maintenance and Servicing</i>		●	●	●	●	●							Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Education, Skills Training and Career Pathway Development</i>										●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Certification, Placement Services, Apprenticeship Opportunities</i>										●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines

**DRAFT - METRICS FOR EVALUATION OF MEASURE A**

	Annual Allocations						Competitive Grants						Goals
	BoS Dedicated Park Projects	Community-Based Park Investment (Cat. 1)	Neighborhood Parks, Healthy Communities & Urban Greening (Cat. 2)	DPR	DBH	M&S	Natural Lands, Local Beaches, Water Cons'n & Protection (Cat. 3)	Regional Recreation, Multi-use Trails, & Accessibility (Cat. 4)	Recreation Access	Cultural Facilities	Youth and Veteran Job Training & Placement	Implementation, Operations & Oversight	
<b>Project Tracking</b>													<b>Goals</b>
Project Location	●	●	●	●	●	●	●	●	●	●	●	●	Tracking (required by Measure A)
Project Footprint	●	●	●	●	●	●	●	●	●	●	●	●	Tracking (required by Measure A)
Project Objectives	●	●	●	●	●	●	●	●	●	●	●	●	Tracking (required by Measure A)
Project Status	●	●	●	●	●	●	●	●	●	●	●	●	Tracking (required by Measure A)
Project Outcomes	●	●	●	●	●	●	●	●	●	●	●	●	Tracking (required by Measure A)
<b>Level of Need and Community-Based Expenditures</b>													<b>Goals</b>
Amount and percentage of funds spent by Study Area Level of Need	●	●	●	●	●	●	●	●	●	●	●	●	Tracking
Number of community-based organizations engaged in Measure A projects overall and total dollars spent on CBO work	●	●	●	●	●	●	●	●	●	●	●	●	Tracking
Number of local residents trained and placed in employment, by Study Area and aggregated by Study Area Level of Need (Youth and Veterans Training and Placement (Cat. 5) only)											●		Tracking
<b>Leveraging of Funds</b>													<b>Goals</b>
Amount and Percentage of Measure A funds used to leverage other public and private funding	●	●	●	●	●	●	●	●	●	●	●	●	Other public and private funds should be used to leverage Measure A funds.
Amount of other public and private funding leveraged by Measure A	●	●	●	●	●	●	●	●	●	●	●	●	Tracking
Resulting Total Leverage Factor (total expenditure/total funding leveraged by Measure A)	●	●	●	●	●	●	●	●	●	●	●	●	Tracking
Resulting Leverage Factor considering only those funds used for leveraging (Measure A funds used to leverage/amount leveraged)	●	●	●	●	●	●	●	●	●	●	●	●	Tracking

**DRAFT - METRICS FOR EVALUATION OF MEASURE A**

Annual Allocations						Competitive Grants					
BoS Dedicated Park Projects	Community-Based Park Investment (Cat. 1)	Neighborhood Parks, Healthy Communities & Urban Greening (Cat. 2)	DPR	DBH	M&S	Natural Lands, Local Beaches, Water Cons'n & Protection (Cat. 3)	Regional Recreation, Multi-use Trails, & Accessibility (Cat. 4)	Recreation Access	Cultural Facilities	Youth and Veteran Job Training & Placement	Implementation, Operations & Oversight

Fund Tracking												Goals	
Total amount and percentage of total revenue spent by category	●	●	●	●	●	●	●	●	●	●	●	●	Spending in each category should reflect the Measure A Expenditure Plan
Amount and percentage of funds spent by, city and uninc. County	●	●	●	●	●	●	●	●	●	●	●	●	Spending in each category should reflect the Measure A Expenditure Plan where applicable
Amount and percentage of funds spent by Study Area	●	●	●	●	●	●	●	●	●	●	●	●	Spending in each category should reflect the Measure A Expenditure Plan where applicable
Total amount and percentage of funds spent in the following areas, as a total, by Study Area, and aggregated by Level of Need:													
<i>Administration</i>	●	●	●	●	●		●	●	●	●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Technical Assistance (including Planning and Design)</i>												●	Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Planning and Design</i>	●	●	●	●	●		●	●	●	●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Acquisition</i>	●	●	●	●	●		●	●	●				Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Community Engagement</i>	●	●	●	●	●		●	●	●				Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Development/Construction</i>	●	●	●	●	●		●	●	●				Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Maintenance and Servicing</i>		●	●	●	●	●							Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Education, Skills Training and Career Pathway Development</i>										●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines
<i>Certification, Placement Services, Apprenticeship Opportunities</i>										●			Spending should reflect the Measure A Expenditure Plan and Funding Guidelines

**DRAFT - METRICS FOR EVALUATION OF MEASURE A**

	Annual Allocations						Competitive Grants						Goals
	BoS Dedicated Park Projects	Community-Based Park Investment (Cat. 1)	Neighborhood Parks, Healthy Communities & Urban Greening (Cat. 2)	DPR	DBH	M&S	Natural Lands, Local Beaches, Water Cons'n & Protection (Cat. 3)	Regional Recreation, Multi-use Trails, & Accessibility (Cat. 4)	Recreation Access	Cultural Facilities	Youth and Veteran Job Training & Placement	Implementation, Operations & Oversight	
<b>Competitive Grant Proposals</b>													<b>Goals</b>
Number and percentages of competitive grant proposals submitted, deemed complete, and awarded, aggregated by Study Area Level of Need							●	●	●	●	●		<ul style="list-style-type: none"> <li>Proposals should be received from and awarded in all need categories.</li> <li>In <i>Natural Lands, Local Beaches, Water Conservation &amp; Protection (Cat. 3)</i> and <i>Regional Recreation, Multi-Use Trails &amp; Accessibility</i> grant</li> </ul>
Number and percentages of competitive grant proposals (in both numbers and dollars) submitted, deemed complete, and awarded that include CBO participation, and success rate of these proposals as compared to overall proposal pool.							●	●	●	●	●		Tracking
<b>Community Outreach and Engagement:</b>													<b>Goals</b>
Amount and percentage of funds spent on community outreach and engagement by Study Area, aggregated by Level of Need	●	●	●	●	●		●	●		●		●	Tracking
Total number of community engagement events and participants by Study Area, aggregated by Level of Need	●	●	●	●	●		●	●		●		●	Tracking
Number of community-based organizations engaged in community outreach and engagement efforts, and total dollars spent on CBO engagement work	●	●	●	●	●		●	●		●		●	Tracking
Number and percent of competitive grant applications received and awarded involving CBOs	●	●	●	●	●		●	●		●		●	Tracking
Amount and percentage of funds received by CBOs (determined at grant closing), for all projects.	●	●	●	●	●		●	●		●		●	Tracking





**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**



## **Measure A Implementation**

**Los Angeles County Regional Park and Open Space District**

**Summary Meeting Notes  
Steering Committee Meeting #10  
March 15, 2018 9:30 am – 12:00 pm**

**Steering Committee Members in Attendance:**

Jean Armbruster	Hugo Enciso	Tori Kjer
Jane Beesley	Belinda Faustinos	Kim Lamorie
Alina Bokde	Esther Feldman	Amy Lethbridge
Tamika Butler	Hugo Garcia	Yvette Lopez-Ledesma
Scott Chan	Karen Ginsberg	Linda Lowry
Maria Chong-Castillo	Lacey Johnson	Sussy Nemer
Cheryl Davis	Bill Jones	Bonnie Nikolai
Reuben R. De Leon	John Johns	Stefan Popescu

**Alternate Members in Attendance:** Max Podemski, Rob Baird, Omar Gonzalez

**AGENDA ITEM: Dedicated Acquisition Funds**

- 1. Comment Summary: *Dedicated Funds and Amount Set Aside***
  - a. We need to maximize acquisition from all sources.
  - b. Proposition A spent \$300m over 25 years, 20% of that on acquisition, so the need is large.
  - c. Level of funding needs to grow with the economy, so it should be a percentage, not a set dollar amount.
  - d. \$2 million is too low, at least \$3 million annually. \$2 million is not enough money to make an impact.
  - e. Need more money, but recognize that there are limited funding resources overall.
  - f. Setting aside funds for acquisition-only projects further reduces the amount available for all other project types and splits the pots of money too much.
  - g. Can revisit funding further along if acquisition needs are met in the future.
  - h. Need to maximize flexibility and agility for RPOSD and BoS. Use of Prop. A excess funds allowed for flexibility in providing gap funding and Measure A should be able to do the same.
  - i. One idea would be to recommend a range, including a minimum each year.
  - j. Should set aside 20% of Natural Lands, Local Beaches, Water Conservation and Protection Program and Regional Recreation, Multi-use Trails, and Accessibility Program.

**Response Summary:**

- a. General consensus that we should carve out money for acquisition-only projects.

- b. Approximately 20% of Natural Lands, Local Beaches, Water Conservation and Protection Program and Regional Recreation, Multi-use Trails, and Accessibility Program should be used for acquisition-only program. In the first year, this will be over \$2 million, but under \$3 million.
- c. The funds should come from each program proportionally.

**2. Comment Summary: *Criteria***

- a. The suggested criteria are a good start. Proposition A provides precedent for other good criteria, including appraisal, willing seller, letter of intent.
- b. Other suggest criteria include: option to buy, support from jurisdiction and local community group, matching funds, threat of imminent or potential rapid development, good project that is part of something, value for the natural and built community, immediate need/urgency, public benefit, having a shovel-ready project to develop as soon as the acquisition is complete, turning hardscapes into softscapes; includes trails and open space, conservation value, biological value, watershed, wildlife corridors, need level

**Response Summary:**

- a. Some acquisitions will not be developed for recreational use
- b. A scoring rubric for acquisition-only projects will be presented for the April 5 Steering Committee meeting

**Comment Summary:**

- a. It would be best if there was an open, rolling process for acquisition instead of a single deadline so people can move quickly with tax default sites and urgent purchases.
- b. Need to make sure the program has flexibility to identify potential sites.
- c. Competitive fund process works and can work well. Concerned about carving out additional funds. Discretionary funds worked well.

**Response Summary:**

- a. Proposition A did have dedicated acquisition funds that were at the discretion of the board, not competitive. It worked without having a set-aside because of the Prop. A Excess Funds, but Measure A doesn't have excess funds, so this program cannot be done the same way.

**AGENDA ITEM: *Evaluation Metrics***

**1. Comment Summary – Metrics Matrix:**

- a. Category 5 doesn't have any community outreach and engagement metrics. How do we track successful outcomes and see that the programs have led to jobs?
- b. Grantees should have to follow the metrics or don't receive funding
- c. Need to ensure that payments aren't out in front of project completion
- d. Language of the metrics focuses more on award and less on delivery of the project

**Response Summary:**

- a. Page 2, Level of Need, tracks job placement
- b. Payments are tied to actual completion, they are reimbursements. Spending of advanced amounts will be tracked as well. Grant administration is a topic for a future meeting.

**2. Comment Summary – Evaluation of Metrics:**

- a. Where are the qualitative aspects in proving success? How do we track success of training, use of parks, wildlife using corridors? There should be an evaluation after several years that is more holistic in nature. Larger evaluation should be done every 3 years instead of 5.

- b. Can we track participatory outcomes?
- c. Important to know in advance what to track to record what is necessary for future evaluations
- d. Surveys of TAP participants could assess satisfaction
- e. How to quantify access to all facilities, not only parks?
- f. Each program needs to summarize quantitative reporting to public of how money was spent
  - i. Miles of trails, acres of parks
  - ii. Project tracking needs more detail and RPOSD should determine the detail at a later date.

**Response Summary:**

- a. Idea of a qualitative evaluation after 5 years can be explored. A one year study every three years is not as efficient as once every 5 years or more. Could include a reasonable sample of Measure A recipients, park users, etc. and could utilize surveys, interviews or other methods.
- b. We tracked access in the Park Needs Assessment and can do that again
- c. Socioeconomic information tracked in the Parks Needs Assessment using Census data
- d. Will talk in two meetings about how the Parks Needs Assessment will be revisited, and how this can be used to assess impacts of Measure A.

**Comment Summary: Technical Assistance Metrics**

- a. Concern that we have understated what the role of technical assistance needs to be
- b. Success can't be evaluated only by grant award and may be nearly impossible to track because not all successes are tangible or will be reported to RPOSD
- c. Technical assistance metrics need to be objective to allow for new organizations building capacity
  - i. Number of people applying for and receiving technical assistance
  - ii. Type of assistance given
  - iii. Number of new applications and recipients
  - iv. Money awarded
  - v. Projects advanced
  - vi. New entities and partnerships
- d. Online qualitative survey of technical assistance participants to provide feedback of their experience could help RPOSD adjust the TAP as needed.
- e. A good evaluation should tell a story to demonstrate success, how we are allocating funds and the difference that made over time.
- f. Other funds besides Measure A should be tracked, including leveraged state funds
- g. Park Needs Assessment should be revisited
  - i. When a new park pops up in the inventory, check if it received technical assistance

**Response Summary:**

- a. Possibly include survey to address built project tracking – names and contacts of who was trained. In-depth study using cell phone data or newer technologies could be used in the future.
- b. May take several years to show success of technical assistance. Don't want to underreport success
- c. Hard to ensure that those awarded technical assistance funds will report back to RPOSD if their later successes aren't funded by Measure A.
- d. Technical assistance will be granted through application selection by staff, so tracking organizations/agencies that need help will funnel them into the program

**Comment Summary: Outreach and Engagement Metrics**

- a. Need a way to capture Outreach and Engagement input from the community, to ascertain that participation is from the community being served
- b. Capacity review to evaluate if capacity of organizations is sustainable. Technical assistance won't instantly change red areas to green.
- c. Where are youth and veteran job training community engagement requirements?
- d. Be careful as registry of veterans isn't geographically specific and pulls veterans from other regions that aren't High and Very High Need Study Areas.

**Response Summary:**

- a. Currently developing community outreach and engagement requirements for youth and veteran programs, based on feedback at last meeting
  - a. Looking at recruitment statistics as a way of evaluating engagement
  - b. Organizations have long waiting lists and are hesitant to increase outreach, since they can't serve everyone yet.
- b. Serving High and Very High Need Study Areas will be in evaluation criteria

**Public Comment:**

1. Ron Milam: LA Funders' Collaborative
  - a. Grew up in green areas of the County, first job with LAUSD and then worked in red communities. How do we bring parks and open space to communities that don't have them? Thank you for all your work.
  - b. Resource that may be helpful: Report from PERE, Measures Matter. Includes many definitions, guiding principles, and policy recommendations that could be helpful
  - c. Community engagement is very important
  - d. Technical assistance to CBOs and cities is important
  - e. Metrics are crucial
2. America Aceves: Proyecto Pastoral
  - a. Agree to use tracking mechanism for youth and veteran community outreach and engagement that includes target populations and target communities
  - b. Where is the assurance that we're looking at creative ways to engage the right communities?
  - c. Local residents aware of programs in their neighborhood
  - d. Grassroots organizations
  - e. Information sessions and open houses count as good outreach. More inclusive than a flyer
3. Elsa Tung: LA Neighborhood Land Trust
  - a. Tracking park usage - talk to expert and local Dr. Deborah Cohen at RAND
  - b. Level of need and community based expenditures - What does by study area level of need mean?
    - i. A: We will track by individual study area and aggregate by need
  - c. Does CBO tracking include sub-grants and partnerships?
    - i. A: We track to the amount disclosed. Will not always know when a CBO is brought onboard

*Meeting Adjourned.*

**DRAFT - METRICS FOR EVALUATION OF MEASURE A**

Annual Allocations						Competitive Grants					
BoS Dedicated Park Projects	Community-Based Park Investment (Cat. 1)	Neighborhood Parks, Healthy Communities & Urban Greening (Cat. 2)	DPR	DBH	M&S	Natural Lands, Local Beaches, Water Cons'n & Protection (Cat. 3)	Regional Recreation, Multi-use Trails, & Accessibility (Cat. 4)	Recreation Access	Cultural Facilities	Youth and Veteran Job Training & Placement	Implementation, Operations & Oversight

Technical Assistance											Goals	
Rate of participation in Training and Education technical assistance by enrolled public agencies and CBOs, aggregated by Study Area need level											●	Tracking
Number and percentage of applications that received TA that were subsequently awarded Measure A funds.	●	●	●	●	●	●	●	●	●	●	●	Receipt of technical assistance should result in an equal or higher rate of grant award compared to applications that did not receive TA.
Total dollars and percentage of funds spent on TA that resulted in projects that were subsequently awarded Measure A funds.											●	Tracking

**DRAFT - METRICS FOR EVALUATION OF MEASURE A**

	Annual Allocations						Competitive Grants						Goals
	BoS Dedicated Park Projects	Community-Based Park Investment (Cat. 1)	Neighborhood Parks, Healthy Communities & Urban Greening (Cat. 2)	DPR	DBH	M&S	Natural Lands, Local Beaches, Water Cons'n & Protection (Cat. 3)	Regional Recreation, Multi-use Trails, & Accessibility (Cat. 4)	Recreation Access	Cultural Facilities	Youth and Veteran Job Training & Placement	Implementation, Operations & Oversight	
<b>Competitive Grant Proposals</b>													<b>Goals</b>
Number and percentages of competitive grant proposals submitted, deemed complete, and awarded, aggregated by Study Area Level of Need							●	●	●	●	●		<ul style="list-style-type: none"> <li>Proposals should be received from and awarded in all need categories.</li> <li>In <i>Natural Lands, Local Beaches, Water Conservation &amp; Protection (Cat. 3)</i> and <i>Regional Recreation, Multi-Use Trails &amp; Accessibility</i> grant</li> </ul>
Number and percentages of competitive grant proposals (in both numbers and dollars) submitted, deemed complete, and awarded that include CBO participation, and success rate of these proposals as compared to overall proposal pool.							●	●	●	●	●		Tracking
<b>Community Outreach and Engagement:</b>													<b>Goals</b>
Amount and percentage of funds spent on community outreach and engagement by Study Area, aggregated by Level of Need	●	●	●	●	●		●	●		●		●	Tracking
Total number of community engagement events and participants by Study Area, aggregated by Level of Need	●	●	●	●	●		●	●		●		●	Tracking
Number of community-based organizations engaged in community outreach and engagement efforts, and total dollars spent on CBO engagement work	●	●	●	●	●		●	●		●		●	Tracking
Number and percent of competitive grant applications received and awarded involving CBOs	●	●	●	●	●		●	●		●		●	Tracking
Amount and percentage of funds received by CBOs (determined at grant closing), for all projects.	●	●	●	●	●		●	●		●		●	Tracking

**DRAFT - METRICS FOR EVALUATION OF MEASURE A**

Annual Allocations						Competitive Grants					
BoS Dedicated Park Projects	Community-Based Park Investment (Cat. 1)	Neighborhood Parks, Healthy Communities & Urban Greening (Cat. 2)	DPR	DBH	M&S	Natural Lands, Local Beaches, Water Cons'n & Protection (Cat. 3)	Regional Recreation, Multi-use Trails, & Accessibility (Cat. 4)	Recreation Access	Cultural Facilities	Youth and Veteran Job Training & Placement	Implementation, Operations & Oversight

Technical Assistance											Goals	
Rate of participation in Training and Education technical assistance by enrolled public agencies and CBOs, aggregated by Study Area need level											●	Tracking
Number and percentage of applications that received TA that were subsequently awarded Measure A funds.	●	●	●	●	●	●	●	●	●	●	●	Receipt of technical assistance should result in an equal or higher rate of grant award compared to applications that did not receive TA.
Total dollars and percentage of funds spent on TA that resulted in projects that were subsequently awarded Measure A funds.											●	Tracking