LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

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

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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

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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

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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

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