

Minimum Engagement Requirements

Find your funding type and total project budget to determine minimum community engagement requirements:

Annual Allocations*



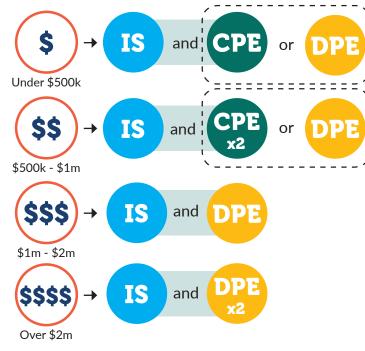








Competitive Grants**



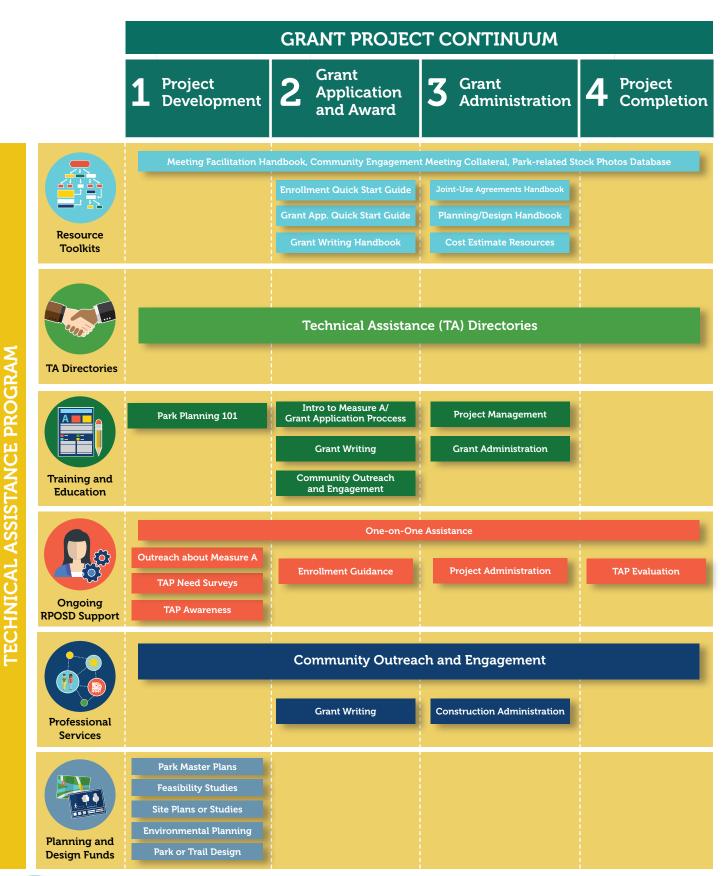
- * Applies to all annual allocations, including Categories 1 and 2, as well as Category 3 Department of Beaches and Harbor (DBH) and Category 4 Department of Parks and Recreation (DPR).
- ** Unique requirements apply to Category 5 Youth and Veteran Job Training and Placement Program

Maintenance & Servicing (M&S) Funds



Note: Engagement conducted prior to grant award must have occurred no more than 36 months prior to application date.

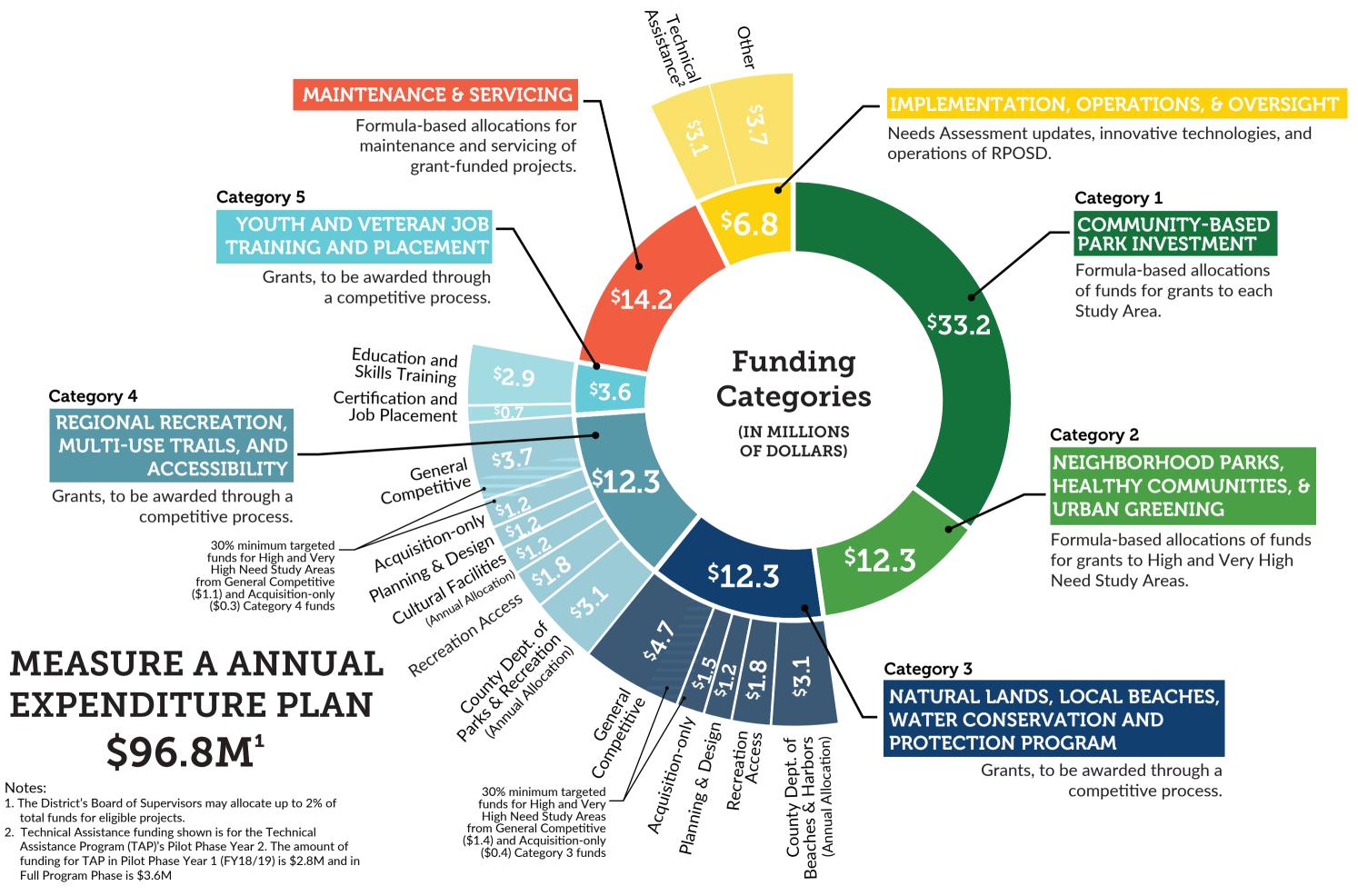
Technical Assistance Program (TAP) Schedule







RPOSD.LAcounty.gov osdinfo@parks.lacounty.gov 626.588.5060



Competitive Grants and TAP Calendar

			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*
PROGRAM	FUND CATEGORY	FREQUENCY	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	FY 31/32
Technical Assistance Program	Program & Innovation	1 year**	\$2,822,100	\$3,069,900	\$3,591,900	\$3,591,900	\$3,591,900	\$3,591,900	\$3,591,900	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Planning and Design	Category 3 and 4	1 year		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	Q4 \$2,500,000	Q4 \$2,500,000	Q4 \$2,500,000
General Competitive	Category 3 and 4	4 years		Q 3 \$8,853,053				Q3 \$35,412,212				Q3 \$35,412,212				Q3 \$35,412,212
Acquisition -only	Category 3 and 4	1 year		Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q3 \$2,213,263	Q 3 \$2,213,263
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

^{*} TAP funding after Year 7 is to be determined based on RPOSD's monitoring and assessment of the TAP.

Note: Fiscal year begins July 1 and ends June 30. Q1 is July-September; Q2 is October-December; Q3 is January-March; Q4 is April-June

Q = Fiscal year quarter when grant application is due

\$ = Total estimated amount of funds available during grant period



^{**} TAP funding is to be spent every year, with Years 1 and 2 being a pilot phase, Years 3 to 7 being the full program phase, and Years 8 and onward (as needed) to be the maturity phase.

Technical Assistance Program (TAP) Elements and Funding

		10% of Category 3 and 4 Funds	Planning and Design Funds	10% of Category 3 and 4 Funds	Planning and Design 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
erations, & Oversight Funds	52.0% Ongoing RPOSD Support	erations, & Oversight Funds	50.2% Ongoing RPOSD Support	erations, & Oversight Funds	42.9% Ongoing RPOSD Support	 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
41% of Implementation, Opera	35.3% Training and Education	of Implementation, Op	45.3% Training and Education	of Implementation, Op	38.0% Training and Education	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 estimate catalog Park-related stock photos database Community engagement meeting collateral
TAP -	10.6% Resource Toolkits 2.1% Prof. Services ot Phase Year 1	TAP - 45%	2.0% Prof. Services 1.6% Resource Toolkits 0.9% Directories ot Phase Year 2	TAP - 52%	17.0% Professional Services 1.4% Resource Toolkits 0.7% Directories Program Phase	Technical Assistance Directories Professional consultants Mentors Other funders OSD.LAcounty.gov parks.lacounty.gov 626.588.5060



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Draft Technical Assistance Program (TAP) - Element Details

OPEN SPACE DISTRICT							Pi	lot Phase			Full Program Phase				
Technical Assistance	Available to:	Who	Timing	lfmis 1	To. 180	Year 1: FY	Year 1: FY 2018/19		Year 2: FY 20:	19/20	Years 3 to 10: FY 2020/21 - FY 2027/28 (Annual)			- Description	Assumptions
Program Elements	Available to:	wno		Unit H	lours Quan	Total tity Hours		Quantity	Total Hours	Estimated Cost	Quantity Total Hours Estimated Cost		Estimated Cost	– Description	Assumptions
source Toolkits						1,9	84 \$297,60 10.6	0	340	\$51,000 1.7%	0	340	\$51,000 1.42		
rollment Quick Start Guide	All	RPOSD staff/paid consultants	1-2 months prior to	One time	120	1 :	.20 \$18,00	0 -	-	-	-	-	-	Step-by-step instructions for enrolling with RPOSD and	
rant Application Quick Start Guide	All	RPOSD staff/paid consultants	enrollment going live 1-2 months prior to	One time	120	1 :	.20 \$18,00	0 -	-	-	-	-	-	description of next steps Step-by-step instructions for starting a grant application with	
rant writing handbook	All	RPOSD staff/paid consultants	enrollment going live 2018	One time	160	1 '	.60 \$24,00	0 -	_	-	+	-	-	RPOSD Best practices and tips on writing successful grant applications	5
·														and case studies of previously awarded grant applications	
rant writing handbook updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40 \$6,00		1 40	\$6,000	0 1	40	\$6,00	As-needed updates to keep information relevant	
ommunity meeting facilitation guidance handbook	All	RPOSD staff/paid consultants	2018	One time	160	1	.60 \$24,00	0 -	-	-	-	-	-	Tips on facilitating community meetings, including goals, guidelines for good and balanced discussion, and	
the state of the s	All	RPOSD staff/paid consultants	Annual	Annual	40		40 \$6,00	0	1 40	\$6,000	0 1	40	#1.00	recommended protocol As-needed updates to keep information relevant	
ommunity meeting facilitation guidance handbook updates owerPoint templates for community engagement meetings/workshops	All	RPOSD staff/paid consultants	2018	One time	24	1	24 \$3,60		- 40	- \$6,000	-	-	- \$6,00	Pre-designed PowerPoint presentation templates for	
mulates for outrooph fluore sign in shoots and other machine collected	All	DDOCD stoff/paid consultants	2019	One time	100	1 .	00 \$15.00	0						community meetings and workshops	
emplates for outreach flyers, sign-in sheets, and other meeting collateral ork-related stock photos database	All	RPOSD staff/paid consultants RPOSD staff/paid consultants	2018 2018	One time	100 120		.00 \$15,00 .20 \$18,00		-	-	-	-	-	Pre-designed templates for outreach collateral Collection of photos available for use for presentations,	
oli malaka diaka ali mbaka a mudaka	All	· ·	2010	Annual	20	4	20 #2.00	0	1 20	¢2.000	0 1	20	#2.00	outreach materials, etc.	
ark-related stock photos update anning/Design handbook development	All	RPOSD staff/paid consultants RPOSD staff/paid consultants	2018 2018	Annual One time	160	1 :	20 \$3,00 .60 \$24,00		1 20	\$3,000	- 1	- 20	- \$3,00	As-needed updates to keep photos relevant Resources, checklists, standards, and best practices relevant	
	***				40				1	¢ (00)		40	#100	to park and open space planning	
anning/Design handbook updates stablishing Joint-use Agreements handbook development	All	RPOSD staff/paid consultants RPOSD staff/paid consultants	Annual 2018	Annual One time	80	1	40 \$6,00 80 \$12,00		40	\$6,000	- 1	- 40	\$6,00	As-needed updates to keep information relevant Guide on how to establish a joint-use agreement in Los	
	lau.	·			40					4,			4,	Angeles County	
stablishing Joint-use Agreements handbook updates ost Estimate handbook and resources	All	RPOSD staff/paid consultants RPOSD staff/paid consultants	Annual 2018	Annual One time	40 120	1 .	40 \$6,00 .20 \$18,00		1 40	\$6,000	0 1	- 40	\$6,00	As-needed updates to keep information relevant General guide on developing cost estimates, access to cost	Assumes RPOSD will not maintain cost estimate catlog but wi
		paid consultants				1	\$10,00	1						resources (books, online, etc.) needed to complete cost	provide cost numbers from an outside source that will need to
ost estimate catalog updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40 \$6,00	0	1 40	\$6,000	0 1	40	\$6.00	estimate O As-needed updates to keep information relevant	be updated at least annually
BD resource toolkit	All	RPOSD staff/paid consultants	2018	One time	160	1 1	.60 \$24,00		- 10	-	-	-	-	Resource toolkit on a TBD topic	
BD resource toolkit updates	All	RPOSD staff/paid consultants	Annual	Annual	40		40 \$6,00		1 40	\$6,000	0 1	40	\$6,00	As-needed updates to keep information relevant	
ID resource toolkit ID resource toolkit updates	All	RPOSD staff/paid consultants RPOSD staff/paid consultants	2018 Annual	One time Annual	160 40		.60 \$24,00 40 \$6.00		1 40	\$6,000	0 1	- 40	- \$6.00	Resource toolkit on a TBD topic As-needed updates to keep information relevant	
D resource toolkit	All	RPOSD staff/paid consultants	2018	One time	160	1 :	.60 \$24,00	0 -	-	-	-	-	-	Resource toolkit on a TBD topic	
D resource toolkit updates	All	RPOSD staff/paid consultants	Annual	Annual	40	1	40 \$6,00	0	1 40	\$6,000	0 1	40		As-needed updates to keep information relevant	
rofessional Services						4	00 \$60,00 2.1	0 %	400	\$60,000 2.0%	6	4,060	\$609,000 17.0%		
ant writing assistance	Eligible enrollees	Paid consultants	Application period	Grant	100 -	-	-	-	-	-	10	1,000		Grant writer to work one-on-one with applicant to complete	
	(selective/competitive)			Application										application; or to provide intensive grant writing workshop to agency that results in completed application	Grants Cycle, 10 for Recreation Access/Job Training/Cultural, avg. of 100 hrs of assistance per applicant
mmunity outreach services	Eligible enrollees	Paid consultants	Ongoing	Meeting	40	10	\$60,00	0 :	10 400	\$60,000	0 10	400	\$60,00	Outreach to the community on behalf of the	Assumes 10 agencies per year
cilitation services	(selective/competitive) Eligible enrollees	Paid consultants	Ongoing	Meeting	20 -	_	_		-	_	10	200	\$30.00	agency/organization to draw them to engagement meetings Meeting facilitation on behalf agency/city	Assumes 10 meetings per year
ultilingual translation/interpretive services	Eligible enrollees	Paid consultants	Ongoing	Meeting	6 -	-	-	-	-	-	10	60		Translation of outreach materials and/or multilingual	Assumes 10 meetings per year
aphic design services	(selective/competitive) Eligible enrollees	Paid consultants	Ongoing	Meeting	40 -		_			_	10	400	\$60.00	interpretation at community meetings Graphic design for production of outreach materials	Assumes 10 agencies per year
onstruction administration services	Eligible enrollees	Paid consultants	Ongoing After grant award	Grant	100 -	-	-	-	-	-	10	1,000		Construction administration on behalf of the	Assumes 5 awarded grant projects per year
BD professional services	(selective/competitive) Eligible enrollees	Paid consultants	TBD	Application TBD	100 -				_	_	5	500	\$75.00	agency/organization during project's construction phase Professional service for a TBD/needed service	Assumes 5 awarded grant projects per year
professional services	(selective/competitive)	raid consultants	IBD	IIDD	100					_		300	\$75,00	o Professional service for a TDD/fleeded service	Assumes 5 awarded grant projects per year
D professional services	Eligible enrollees (selective/competitive)	Paid consultants	TBD	TBD	100 -	-	-	-	-	-	5	500	\$75,00	Professional service for a TBD/needed service	Assumes 5 awarded grant projects per year
echnical Assistance Directories	(selective/competitive)						0 \$	0	180	\$27,000	0	180	\$27,00		
							0.00	%		0.9%			0.79		
rectory online portal development	Enrollees	RPOSD staff/paid consultants	2019	One time	100 -	-	-		1 100	\$15,000	0 1	100	\$15,00	Recruitment of funders, planning/design, park/garden, legal assistance providers, and mentors who could provide informal	
				<u> </u>				1					*-	guidance on a range of grant-related topics	
rectory updates	Enrollees	RPOSD staff	Annual	Annual	20 -	-	-		1 20	\$3,000	0 1	20	\$3,00	Confirm status of participants, add new consultants/mentors	
entor training workshop/webinar	Enrollees	RPOSD staff/paid consultants	Annual	Annual	40 -	-	-		1 40	\$6,000	0 1	40	\$6,00		
aintain online directory portal	Enrollees	RPOSD staff/paid consultants	Annual	Annual	20 -	-	-	1	1 20	\$3,000	0 1	20	\$3,00	grant awarded applicants As-needed maintenance and updates of online directory porta	1
raining and Education						6,6	40 \$996.00	0	9,280	\$1,392,000	0	9,100	\$1,365,00		
							35.39			45.3%		3,100	38.0%	6	
Total Number of Workshop troduction to Measure A/Grant Application Process (per grant type) workshops	Enrollees	RPOSD staff	Annual	Annual	250	<i>50</i>	000 \$750,00	0 11	20 5,000	\$750,000	110 0 20	5,000	\$7E0.00	Workshop to introduce recipients of Measure A funds and	2 rounds of workshops: 10 workshops per round - 20
a outcome to irreasure by Grant Dyphication Process (per grant type) workshops	Lillollees	IN OOD SIGN	rain luai	Ciliuai	230	20, 5,0	\$730,00	Ĭ	3,000	\$730,000	20	3,000	\$73U,UU	processes for applying for annual allocations, M&S, and competitive grants per grant type	workshops total. Each workshop will be a day long and cover many topics. Workshops will also be recorded and available as
rant Writing workshops	Enrollees	RPOSD staff/paid consultants	3-4 months prior to	Grant Cycle	40 -	-	-	;	30 1,200	\$180,000	0 30	1,200	\$180,00	Workshop to teach grant writing skills	a webinar online. 1 round of workshops per grant cycle: 10 workshops per grant
			competitive grant deadline												category - 30 workshops total
ommunity Outreach and Engagement workshops	Enrollees	RPOSD staff/paid consultants	3-4 months prior to competitive grant deadline	Grant Cycle	40	30 1,2	\$180,00	0 :	1,200	\$180,000	0 30	1,200	\$180,00	D Workshop to train agencies in outreach	Assumes 30 workshops per year
ject Management workshops	Enrollees	RPOSD staff/paid consultants	After grant award	Grant Cycle	40 -	-	-		5 200			200		Workshop to train agencies in project management	Assumes 5 workshops per year
ant Administration workshops rk Planning 101 workshops	Enrollees Enrollees	RPOSD staff/paid consultants RPOSD staff/paid consultants	After grant award After grant award	Grant Cycle Grant Cycle	40 -	-	-	1	5 200 5 200			200 200		Workshop to train agencies in grant administration Workshop to train agencies in park planning basics	Assumes 5 workshops per year Assumes 5 workshops per year
ark Planning 101 Workshops BD workshops	Enrollees	RPOSD staff/paid consultants	TBD	Grant Cycle Grant Cycle	40 -		-	1	5 200	\$30,000		200		Workshop on a TBD technical assistance topic	Assumes 5 workshops per year Assumes 5 workshops per year
BD workshops	Enrollees	RPOSD staff/paid consultants	TBD	Grant Cycle	40 -	-	-		5 200	\$30,000	0 5	200	\$30,00	Workshop on a TBD technical assistance topic	Assumes 5 workshops per year
BD workshops	Enrollees N/A	RPOSD staff/paid consultants RPOSD staff	TBD	Grant Cycle	40 -		- \$66.00		5 200	\$30,000 \$102,000		200		Workshop on a TBD technical assistance topic	Assumes 5 workshops per year
raining and Education Management	IN/A	KPUSD Statt	Ongoing	Ongoing	ĺ	1 4	\$66,00	~	680	\$102,000	<u> ۱</u>	500	\$/5,00	Management of Training and Education workshops, including logistics, content, and outreach.	

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Draft Technical Assistance Program (TAP) - Element Details

OPAR SPRING DISTRICT & C								Pilo	ot Phase			1	Full Program l	Phase		
Technical Assistance	Available to:	Who	Timing	Unit	Hours	Y	ear 1: FY 201	ar 1: FY 2018/19		Year 2: FY 2019)/20	FY 2020	Years 3 to 10: FY 2020/21 - FY 2027/28 (Annual)		Description	Assumptions
Program Elements	Available to.	WIIO	rining	Onic	Hours	Quantity	Total Hours	Estimated Cost	Quantity	Total Hours	Estimated Cost	Quantity	Total Hours	Estimated Cost	- Description	Assumptions
Ongoing Technical Support from RPOSD							3,550	\$1,468,500 52.0%		4,026	\$1,539,900 50.2%		4,026	\$1,539,900 42.9%		
Technical Assistance Program Director	N/A	RPOSD staff	Ongoing	Ongoing	2,080	:	1 2,080	\$312,000		1 2,080	\$312,000	1	1 2,080	\$312,000	Day-to-day management of all technical assistance programs	Full Time position for Technical Assistance Program Director
TAP Case Manager	High or Very High Need Study Areas		Ongoing	Ongoing	2,080	;	3 6,240	\$936,000	;	6,240	\$936,000	3	6,240	\$936,000	Conduct intake interviews with all High or Very High Need Study Area agencies; selection process; one-on-one guidance with selected High or Very High Need Study Area agencies	
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 al 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	1 100		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 Grand Total	N/A	RPOSD staff/paid consultants	Ongoing	Ongoing			12.574	\$0 \$2.822.100		660 14.226	\$99,000 \$3,069,900		660 17.706	\$99,000 \$3,591,900	Planning and Design Funds Program management	

Avg. per	
year after	
Year 2	\$3,591,900
V 71 40 000	0.007 (4 1)

				Year		ear 1: 2018		Year 2: 2019		Years 3 to	o 10: 2020 - 2	27 (Annual)	
Planning & Design Funds	Availability to:	Who			verage			Average			Average		Assumptions
Flairning & Design Funds	Availability to.	WILO	Qua	antity A	ward	Total	Quantity	Award	Total	Quantity	Award	Total	Assumptions
				Amou	mount			Amount			Amount		
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 Average a	ward size could vary, assumes the same number of
													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 Average a	ward size could vary, assumes the same number of
												award size bracket awarded a	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 Average a	ward size could vary, assumes the same number of
													applications per bracket
Total				0	\$0	\$0	18	\$138,889	\$2,500,000	18	\$138,889	\$2,500,000	

Avg. per year after Year 2 \$2,500,000

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