

Measure A Grants Administration Manual (GAM) Update 2024 Edition



Los Angeles County
Regional Park and Open Space District

November 15, 2023

GAM Update



GAM Updates Recap

- March – Focus Group with City of LA and LA County Dept. of Parks and Recreation
- April 5th & 6th - Two GAM Information sessions for Cities and NGOs
- May, August - Additional meetings with cities
- November- Public session to share final changes
- January 1, 2024- GAM becomes effective



Presentation Topics



GAM Table of Contents Revisions

- Annual Allocations Workflow
- Maintenance & Servicing Program
- Claims
- Community Outreach and Engagement
- Funding Acknowledgement - Branding Policy



Grant Administration Manual



Grant Management System (GMS)

All Measure A funded projects and programs must be submitted through the GMS online platform

Implementation anticipated in 2025


Log In

User ID:

Password:

[Forgot User Id?](#)

[Forgot Password?](#)



New to RPOSD - WebGrants?
[Register Here](#)

Announcements


Welcome to the RPOSD WebGrants online Grants Management System.

Competitive Grant Programs

[Recreation Access and Youth & Veteran Job Training and Placement](#)
Application window closed

Information

 [Click Here](#) for additional resources regarding this Grants Management System

 [Click Here](#) for resources to help you manage your Measure A grants and programs

 [Click Here](#) for resources to help you manage your Proposition A grants and programs

Reports

- Proposition A - Maintenance & Servicing and Monthly Balance [PDF EXCEL](#)
- Measure A - Annual Allocations and Monthly Balance [PDF EXCEL](#)
- Measure A - Annual Allocations for Maintenance & Servicing and Monthly Balance [PDF EXCEL](#)
- Measure A - Funding for Programs in Categories 3, 4, 5 [PDF](#)

Grant Administration Manual



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Section 2: Measure A Grant Administration

Section 3: Community Outreach & Engagement

Section 4: Funding Acknowledgment

Section 5: Measure A General Policies

Section 6: Definitions



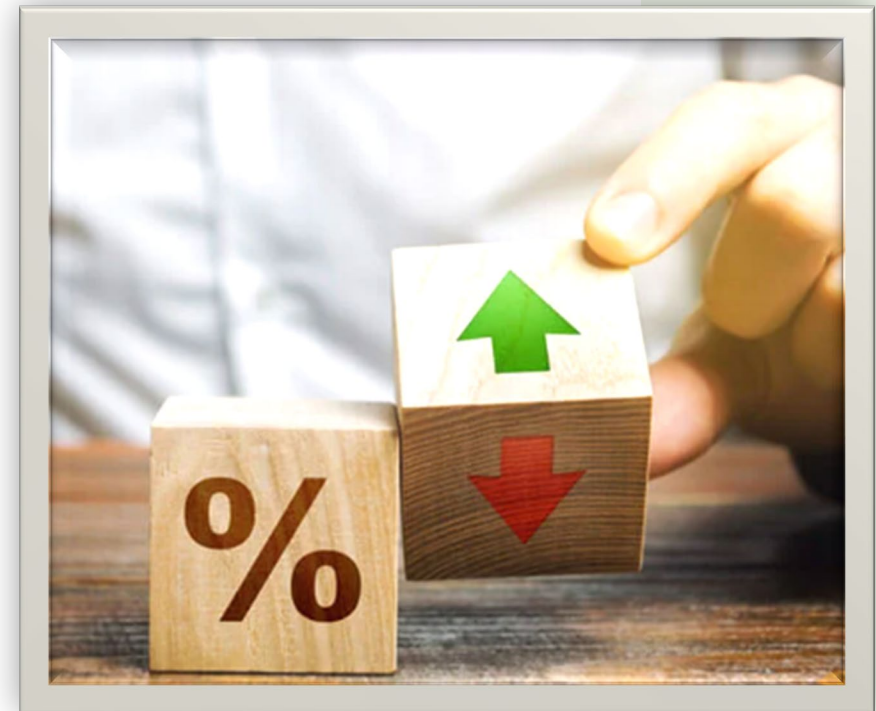
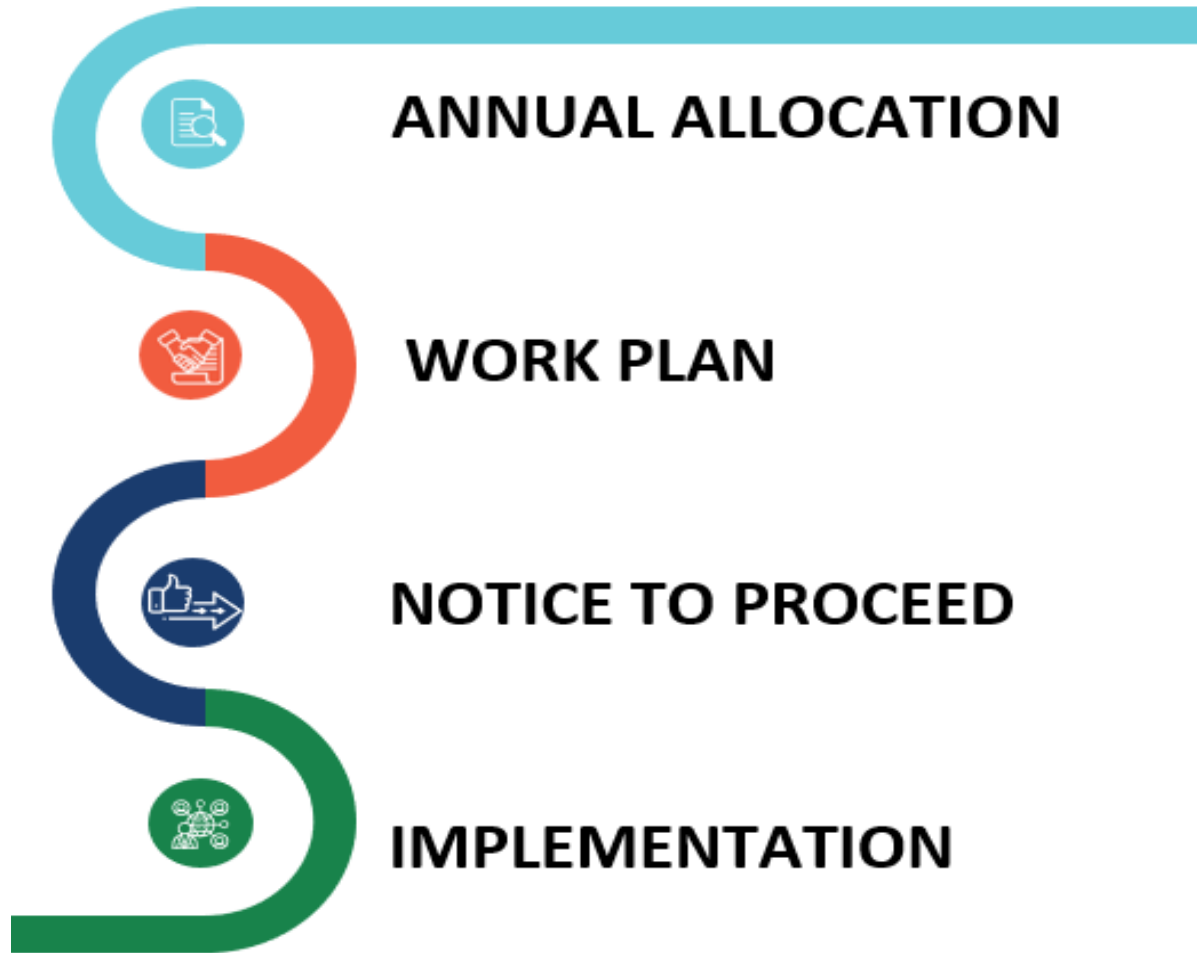
GAM Updates: Key Sections



1. Annual Allocation Workflow
2. Maintenance & Servicing
3. Community Outreach and Engagement
4. Funding Acknowledgement



Annual Allocation Workflow



Annual Allocation Work Plan



ANNUAL ALLOCATION WORK PLAN

PROJECT SCOPE OF WORK

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Section 1. Project Deliverables

DELIVERABLE NO.	DESCRIPTION
1	
2	
3	

Section 2. Updated Estimates

Estimated Project Cost	
Contingency	
TOTAL Project Cost	

Section 3. Projected Timeline

TASK NO.	DESCRIPTION	TIME PERIOD
1	Grant application and process	
2	Design	
3	Construction	

Maintenance & Servicing (M&S)



M&S consists of activities necessary to keep a site in good condition and ready for its intended use and is defined as routine, recurring and preventative actions and/or corrective repairs and upgrades that replace facilities, at the end of their useful life.



Normal repairs including replacement of parts and structural components



Cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury



Cleaning, sandblasting, and painting and resurfacing, and other improvements

Periodic inspections and servicing of equipment



Removal of rubbish, debris, and other waste



Replacement or upgrade of the entire project or portion of



Maintenance & Servicing (M&S)



Materials & Supplies

Eligible materials and supplies include items necessary for workers to perform eligible maintenance activities

Examples:

General Maintenance:

Drywall, electrical supplies, paint, paintbrushes, turpentine, plaster, plumbing supplies, small tools

Cleaning:

Brooms, cleaning supplies, dustpans, gloves, small tools, safety glasses, trash bags

Materials & Supplies

Expanded the list of eligible M&S expenses

Direct Labor Cost Form (Updated)



M&S Only	
Supplies % Rate	Supplies Costs
35%	\$17,500

Claims



Program	Minimum Claim	Frequency	Notes
Annual Allocations & Competitive Grants	\$20K	45 Days per Project	
M&S	\$20K	1 request per facility per fiscal year	<p><i>Advanced M&S Requests are limited to 20% of the fiscal year total</i></p> <p>Exceptions if total fiscal year claim amount is less than \$20K</p> <p>Effective July 1, 2024, expenses cannot be older than 3 years.</p> <p>For example, any request submitted next July – could not include expenses prior to July 1, 2021.</p> <p>Deadline for older expenses = April 2024</p>
Program Grants	N/A	30 Days	Program year/cohort expenses must be made per program year
TAP Reimbursements	N/A	30 Days	

Community Outreach and Engagement



"No Longer Required"

- Annual Allocation projects that replace "like for like" projects
- Maintenance & Servicing (M&S) projects



Community Outreach and Engagement



Engagement Approaches decreased from three to two:

Information Sharing

educates and informs; meetings, newsletters, website postings, or through individual contact

Participatory Engagement

meetings, workshops, or events; there may be multiple topics discussed for the Measure A funded project

Outreach Methods have been updated to include more current methods



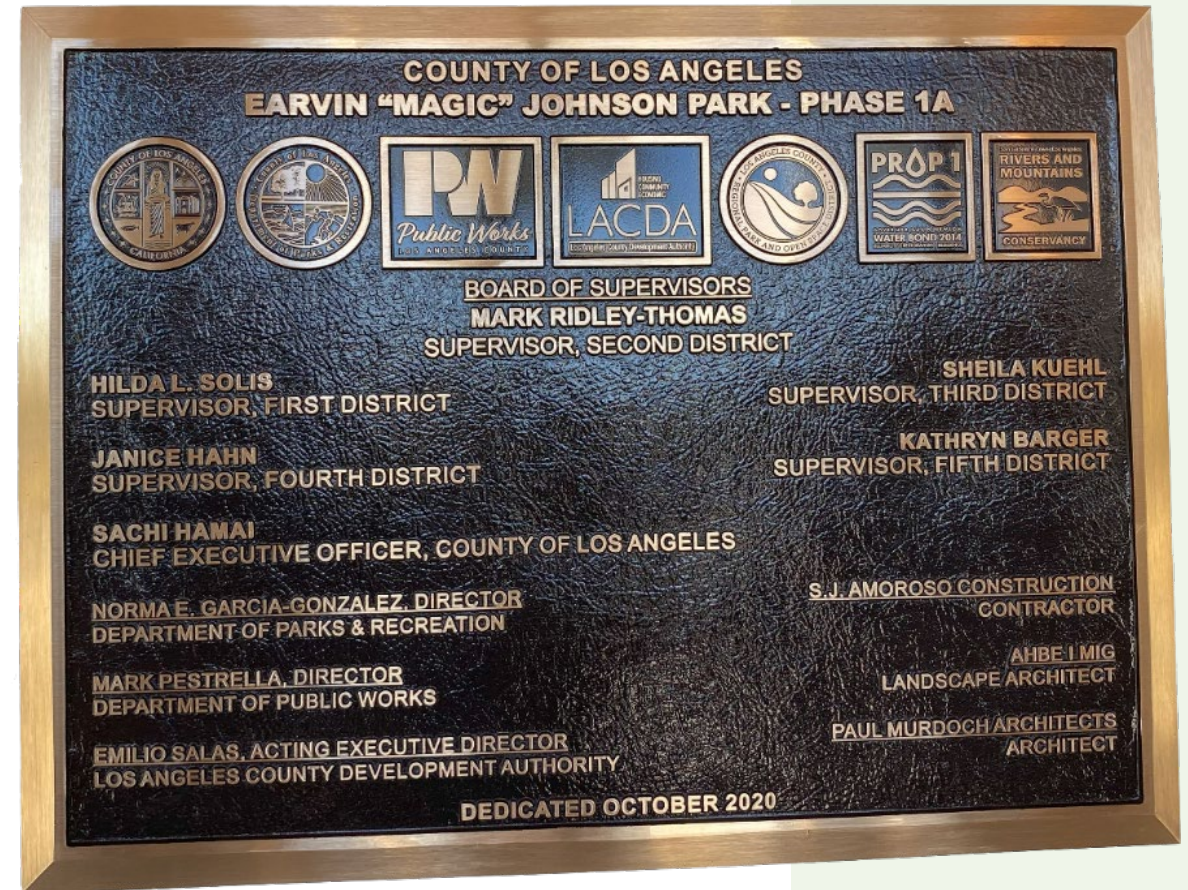
Funding Acknowledgement

(Formerly Branding Policy)



Acknowledgement Requirements

- Social Media Post
- Capital and Acquisition-only Projects
 - Incorporate into existing signage
 - Exceptions
- Preliminary Funding Acknowledgement Plan



Bronze Plaque at Earvin "Magic" Johnson Park

Funding Acknowledgement



Bronze Plaque at Parque Dos Rios



Signage at The Arboretum Visitor Plaza

Funding Acknowledgement



Signage at the Cameron Nature Preserve



Monument Sign at Palos Verdes Nature Preserve

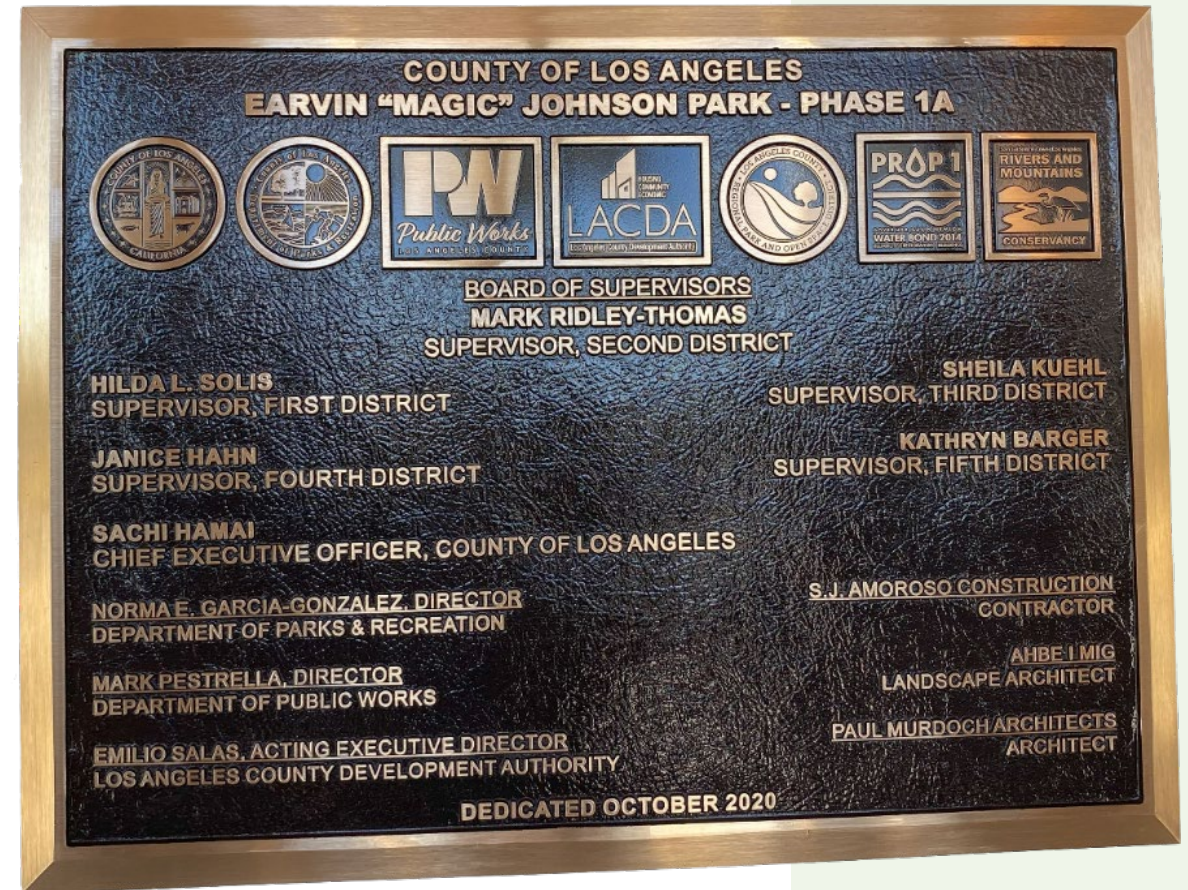
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Bronze Plaque at Earvin "Magic" Johnson Park

Contact Us



Send questions to:
Info@rposd.lacounty.gov





Thank you

for participating in the
Measure A GAM Update Session



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