Transformative Climate Communities Round 6

TCC Implementation Grant Application Checklist

Program Resource Links

- Round 6 Application Webpage
- Round 6 Guidelines
- Round 6 Notice of Funding Availability (NOFA)
- Submittable Application Link
- Pre-Proposal
- Technical Assistance Request Form

This document aims to serve as an optional resource to assist applicants in their Grant Application work for TCC Round 6. This document is a summary of the requirements and components. This document will not be submitted as a part of the application package and should not be used as the basis to begin an application.

In the event of any discrepancies between this document and official Grant Application materials (Guidelines, Notice of Funding Availability, or Application itself), the official materials' information should be followed.

For additional information about any application component, please refer to the appropriate referenced section of the Round 6 Guidelines and the application itself.

Implementation Grant Thresholds Requirements & Documentation

An applicant must demonstrate that they meet all TCC Program Thresholds. If an applicant is unable to meet the Program Thresholds, their application will not move on to full review and will not be considered for award.

General Completeness

- □ The application is complete and provides enough information to assess feasibility and compliance with the TCC Program and Application Requirements
- □ Application documents are properly labeled, stored in the proper file structure, and are easily accessible
- □ Work plan adheres to the four-year Implementation Phase and an up to 9-month Pre-Development Phase and includes sufficient detail

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- ☐ Budgets contain sufficient detail for each task and are accompanied by all necessary supporting documentation. All costs must be within designated cost caps

Applicant Eligibility

- ☐ Lead Applicant is an eligible organization type (See Section 3.1)
- ☐ Application contains at least two Co-Applicants
    - Certain Tribal applicants are exempt from the Co-Applicant requirement, and certain Tribal applicants are required to have Co-Applicants (See Section 3.2)
- ☐ Co-Applicants are all eligible organizations
- ☐ Lead Applicant or Co-Applicant is an appropriate public agency as described in Section 3.1.
    - The public agency has provided the necessary authorization for the application

Capacity

- ☐ Lead Applicant has submitted financial capacity documentation as described in Section 10.7. Lead Applicant has basic financial infrastructure, systems, and cash flow to manage state funds, including supporting Co-Applicants through the reimbursement model or the optional advance pay model. The Lead Applicant has no unresolved audit findings in the last five years. If nonprofit, Lead Applicant has proper 501(c)(3) documentation.
- ☐ Lead Applicant has submitted management capacity documentation as described in Section 10.8

Collaborative Governance Structure

- ☐ Signed Collaborative Governance Agreement worksheet for the Collaborative Governance Structure or signed Collaborative Governance for Tribes worksheet meets all requirements as described in Section 3.2
- ☐ Applicants with a Project Area that overlaps multiple jurisdictions have submitted a Collaborative Governance Agreement worksheet that meets all requirements described in Section 3.2

Project Area Eligibility

- ☐ Project Area is no greater than five square miles (urban area) or fifteen square miles (rural area, unless an exception is granted by SGC)
- ☐ Project Area meets all requirements as described in Section 3.3

- □ Applicant has submitted a Project Area Map in the form of a PDF map, a boundary file, and any supporting documentation (if an unincorporated community)

Strategies and Projects

- □ Applicant has selected at least **three** Strategies and proposed at least three Projects
- □ At least one Project directly reduces GHG emissions
- □ All Projects must either directly reduce GHG emissions or contribute directly to meaningful public health benefits

Priority Policies

- □ Local Planning Consistency Letter: Applicant has submitted a letter(s) signed by the local jurisdiction's Planning and Public Works Departments verifying that the TCC Implementation application is consistent with land use designations, building intensity, density, applicable goals, policies and programs, climate adaptation plans, and growth and conservation planning elements
- □ High-Speed Rail (HSR): For applicants with planned HSR stations located along "Silicon Valley to Central Valley Line," the applicant has submitted:
    - Map of existing and proposed:
        - Multi-modal connectivity to the HSR station area
        - Affordable and mixed-income housing that is connected and accessible to the High-Speed Rail station area
    - A Community Engagement Plan that includes tasks on supporting station area design and implementation
- □ Water supply and wastewater infrastructure: Applicant has submitted documentation of existing access to water supply and wastewater infrastructure that serves residents of the Project Area and long-term operations and maintenance plans, or a developed plan to obtain and maintain water supply and wastewater infrastructure
- □ Transit connectivity: Applicant has submitted documentation of existing transit connectivity to regional service hubs and major job centers, or has demonstrated that the TCC application includes affordable, clean transportation projects to provide connectivity

Application Components Checklist

The following lists documentation and components of a completed Implementation Grant

- □ Pre-Proposal (See Section 10.3)
    - **Due June 30, 2026**

- □ Optional Tribal modification requests (if applicable) (See Section 2.5 and Tribal Modifications Instructions)
  - **o** *Early application component* **– due July 31, 2026, if requesting pre-approval**
- □ Optional local data submission for disadvantaged unincorporated communities (if applicable) (See Section 3.3 and Local Data Instructions)
  - o *Early application component* – **due July 31, 2026, if requesting pre-approval of the submission**
- □ Optional Other Climate Innovation proposals for pre-approval, if applicable. (See Appendix B, Strategy 13 and Other Climate Innovation Proposal Applicant Instructions)
  - **o** *Early application component* – **due June 15, 2026**
- □ Applicant eligibility:
  - o A signed Letter of Commitment from the Lead Applicant and each Co-Applicant
    - *Note: Letters of Commitment are not needed from the Lead Applicant or Co-Applicants if they have signed the Collaborative Governance Agreement worksheet.*
  - o If Lead Applicant is a **public agency**: a passed formal resolution authorizing the agency to apply, accept, and execute documents if awarded, or
  - o If Lead Applicant is a **California Native American Tribe**: a letter from a Tribal Chairperson to the same effect as a resolution.
    - If the application is chosen for award, a passed formal resolution will be required before the grant can be executed.
    - If Lead Applicant is a **Tribally-owned** non-profit and the Project Area contains federally recognized tribal boundaries, and the relevant Tribe(s) is not a Lead or Co-Applicant, the Tribe(s) must provide a Letter of Support.
- □ Summary Budget
- □ Leverage funding worksheet
- □ Narrative questions responses
  - o General Application narrative questions
  - o Implementation Grant-specific questions about Strategies, Projects, Transformative Elements, and policy priorities
- □ For **each** Project and Transformative Plan (excluding Grant Evaluation, which will be completed during the Pre-Development phase, if awarded):
  - o Narrative questions
  - o Descriptive work plan with discrete tasks, deliverables, and estimated timeline
  - o Descriptions of the progress of Pre-Development Requirements

- □ Budgets for Grantee Costs, Projects, and Plans broken down by task that addresses the following:

- Accounts for additional staff to be hired, employee benefits and salary adjustments, and professional development opportunities within the grant term
- Contingency
    - Between 5-10% of the Project/Plan budget
- Indirect costs up to 15%
    - See Section 8.1 for additional flexibility for California Native American Tribes and Tribally-owned nonprofits.