TCC Round 6 Project Development Instructions and Narrative Questions

Instructions for the Transformative Climate Communities Round 6 Project Development Grant application are below. This template document includes the full list of narrative questions required. You can use this as a guide to prepare to fill out the application through the Submittable website.

Note: This template should not be used as the primary application resource. In the event of any differences and omissions on the template from the actual application on Submittable, the content on Submittable are final and official. Narrative question templates are meant to provide an overview of the content of the TCC application. You are encouraged to draft your responses in the template due to the editing limitation on Submittable. However, when submitting your final responses, please check to make sure your response completely answers the question in Submittable. SGC will only accept applications that have been completed in Submittable.

The application period begins on **May 29, 2026** and closes on **September 30, 2026 at 11:59 pm Pacific Time**.

Application Materials and Submission Process

All applications must be submitted via the online application platform, Submittable. No hard copies, facsimiles, electronic transmissions via email, hand-delivered copies, or any other method of submitting complete applications will be accepted.

Refer to the Submittable instructions here.

For any Excel workbooks, we strongly recommend opening these in the desktop version of Excel. Please double check formulas once completed to make sure that all the formulas stay accurate.

The scoring criteria listed with each question (where applicable) corresponds to the scoring criteria most relevant to the question. The purpose of this information is to help applicants understand how reviewers will evaluate each response. However, please note that all scoring criteria will be scored holistically based on all information provided across all questions and application components.

On Submittable, please complete the Project Development Grant initial form to begin the application process. In order for the entire application to be complete, you also need to submit the following Request Form: Project Development Narrative Questions.

Please follow these instructions to access the additional Request Forms. Visit your Submittable account by following this link.

1. Click on your submission number.
2. Click on the **Forms tabs** to see the Project Development Narrative Questions form.
3. Select **Open** to start the form. Click **Continue** if you have already started a form.
4. When you have completed the form, click **Submit.** We encourage you to draft your responses using the Word and Excel templates provided in a folder here.
5. Click "Back to Forms" to return to the previous page and repeat steps 1-5, if applicable.
6. At the bottom of the Forms tab, you will see any forms you have submitted.

If you do not submit the Project Development Narrative Questions request form, your application will be considered incomplete and will not be scored.

INITIAL FORM

The questions below are in the Project Development initial form that applicants will fill out to initiate the full application.

Executive Summary

1. Provide an overview of the project and intended results. (200 words):

Basic Lead Applicant Information

Lead Applicants must be one of the eligible entities listed in Guidelines Section 3.1. Either the Lead Applicant or one of the Co-Applicants must be a public agency.

1. Name of organization
2. Organization mailing address
3. What type of eligible organization are you?
    a. Local Government [Public Agencies, Local Agencies, Special Districts]
    b. Utilities [Public Utilities, Local Publicly Owned Utilities, Mutual Water Companies]
    c. California Native American Tribe
    d. Joint Powers Authority
    e. Nonprofit [including Tribally-owned nonprofit]

A **California Native American Tribe** is a federally recognized Native American Tribe or a non-federally recognized Native American Tribe listed on the California Tribal

Consultation List maintained by the Native American Heritage Commission on February 19, 2026).

A California Native American Tribally-owned nonprofit (also referred to as a **Tribally-owned nonprofit**) refers to an organization exempt from taxation under Internal Revenue Code 501 (c)(3) (26 U.S.C. § 501(c)(3)), nonprofit organization incorporated under Tribal law, California nonprofit public benefit corporation (Corp. Code, § 5110 et seq.), or an equivalent entity that has a majority Tribal-led board, is operated by a Tribe, and advances the Tribe's goals and priorities. This term does not include nonprofit organizations owned or controlled by individuals who are Native American or individual member(s) of a California Native American Tribe when the organization is not associated with a California Native American Tribe.

4. Is the Lead Applicant a California Native American Tribe or Tribally-owned nonprofit?
    a. California Native American Tribe
    b. Tribally-owned nonprofit
        a. Describe how the Lead Applicant organization meets the definition of a Tribally-owned nonprofit. Identify the California Native American Tribe that operates the Tribally-owned nonprofit. **(200 words)**
    c. Neither
5. Is the Lead Applicant a nonprofit or a community-based organization?
6. Lead Applicant contact name
7. Lead Applicant contact phone number
8. Lead Applicant contact email address
9. What is the size of the Lead Applicant's organization?
    a. Less than 10 members
    b. 10-25 members
    c. 25+ members
10. Has the Lead Applicant previously received a grant from the Strategic Growth Council?
    d. Yes
        - When was your previous SGC grant awarded, and which program was involved?
    e. No
11. How many Co-Applicants are involved? At least two Co-Applicants is required for Project Development Grants. Enter a numeric value.
12. Contact Information for Co-Applicants. Note: Please fill out the following table.

Partner #	Co-Applicant/Partner Name	Email	Phone
1			
2			
3...			

Basic Grant Proposal Information

1. What is the name of your grant proposal?
2. Which county will be served by this grant?
3. Will grant activities be located within a Metropolitan Planning Organization? If so, which one?
4. Is the Project Area located within federally recognized Tribal boundaries?

For the following questions, see the link to find your representatives: https://findyourrep.legislature.ca.gov/.

5. What California Senate District is the Project Area located in?
6. What California Assembly District is the Project Area located in?
7. How much funding are you requesting? *Enter in a numeric value*
8. Will the requested funding cover the entire cost of the projects?
9. Have the projects been awarded other funding sources?
    - Yes
    - No
10. Have you used technical assistance through the State to prepare this application?
    - Yes
    - No
11. Are you also applying to Round 2 of the Community Resilience Centers Program?
    - Note: Per the TCC and CRC Guidelines, applicants may apply for multiple funding programs to accomplish the same scope of work. However, awarded applicants will only be able to receive full funding from the one award. If selected for more than one award, the scope of work will be modified to eliminate duplication or supplantation of funding.

    a. Yes
    b. No

Climate Bond Eligibility

Proposals must meet the following requirements to be eligible for funding through the Climate Bond, the funding source for TCC Round 6. Your responses can consider the eventual implementation of the project(s) that will result from your Project Development Grant work.

1. Will your project bolster California's resilience to climate impacts, including extreme heat, wildfire, flood, drought, and sea level rise? (Yes/No)
    a. Describe how in 1-2 sentences:
2. Will your projects reduce greenhouse gas emissions and/or sequester and store carbon? (Yes/No)
    a. Describe how in 1-2 sentences:
3. Are your projects designed to be resilient to climate impacts, including extreme heat, wildfire, flood, drought, and sea level rise? (Yes/No)
    a. Describe how in 1-2 sentences:
4. Does your project support planning, capacity building, workforce training, or monitoring activities that will protect people and/or nature from climate change impacts or reduce/remove greenhouse gas emissions? (Y/N)
    a. Describe how in 1-2 sentences:

REQUEST FORM

Application Instructions

The questions below are in the Project Development Request Form that applicants will request to continue responding to rest of the full application. Please note that all scored questions are in the Request Form. Please note that there are some unscored questions and scored sections within the Request Form, which have been demarked by an (**unscored**) or (**scored**) in the title of the section.

The application period begins on **May 29, 2026,** and closes on **September 30, 2026, at 11:59 pm Pacific Time**.

- Each question contains an associated word count. Responses that exceed the limit will not be allowed.
- Formatting such as bullet points and lettering (a, b, c), may be used to organize responses. Avoid excessive formatting so that responses are easy to read.
- The scoring criteria listed with each question (where applicable) corresponds to the scoring criteria most relevant to the question. The purpose of this information is to help applicants understand how reviewers will evaluate each response.

However, please note that all scoring criteria will be scored holistically based on all information provided across all questions and application components.

Proposed Project Development Activities

1. Upload the Excel workbook containing your work plan and budget. Use the template here.
2. Summarize the proposed grant activities and describe the overall goals and outcomes of each task. See Section 5.2 of the TCC Guidelines for guidance on eligible Project Development Grant activities. (**300 words**)

1. Applicant Eligibility (unscored)

1. If the Lead Applicant is a public agency, upload evidence of a passed formal resolution that includes authorization to apply for and accept a TCC grant and execute all documents as needed. Optional template: Council Resolution
2. California Native American Tribes serving as Lead Applicant may instead upload a letter from a Tribal Chairperson or a passed formal resolution that includes:
    a. Authorization to apply for and accept a TCC grant
    b. Authority to execute all related documents if awarded.
3. If the application is chosen for award, a formal resolution will be required before the grant can be executed. Optional template: Tribal Resolution
4. If the Lead Applicant is a Tribally-owned nonprofit, upload a Letter of Support from the Tribal Chairperson authorizing the application on behalf of the Tribe. Optional template: Tribal Resolution

Tribal applicants are not required to have Co-Applicants unless other entities will lead specific components of the grant-funded work (such as Projects under an Implementation Grant). These entities, including any additional Tribes, must be included as Co-Applicants.

5. Upload: Letters of Support from relevant cities or counties, if applicable. Optional template: Letter of Support
6. Are you a Tribal Lead Applicant applying without any Co-Applicants?
    a. Yes
    b. No

Project Area Eligibility

Project Area refers to the boundary of the focus area where the grant activities will occur. Focus areas must include a specific neighborhood or community with

demonstrated needs for planning and implementing integrated infrastructure and connectivity. The selected Project Area must meet the requirements outlined in **Section 3.3** of the TCC Guidelines.

- Link to the mapping tool: TCC Round 6 Mapping Tool
- Tutorial for incorporated applicants - https://arcg.is/1rf8901
- Tutorial for Tribal Applicants - https://arcg.is/1qreyX2
- Tutorial for disadvantaged unincorporated communities applicants - https://arcg.is/0uS4D90
- For applicants who will submit local data for your self-identified disadvantaged unincorporated Project Areas, click to view the instructions to submit local data.

Tribal Modifications

Lead Applicants who are California Native American Tribes and Tribally-owned nonprofits have additional flexibility for certain Project Area requirements (Project Area size and continuity) and may request further modifications. See Section 3.3 of the TCC Guidelines (pages 37-38) for more details.

Tribal applicants can submit a Project Area consisting of multiple non-adjacent areas if the following requirements are met:

1. All areas must be located within the same region and close enough to support regular in-person collaboration during the grant term
2. If multiple Tribes are submitting a single application, at least some proposed activities must involve and directly benefit all Tribes participating in the application

- Are you a Tribal applicant with a Project Area that consists of multiple non-adjacent areas?
    - Yes
        - If yes, describe how your Project Area meets the two requirements above.
    - No

Lead Applicants who are California Native American Tribes or Tribally-owned nonprofits may request additional modifications to additional Project Area requirements, including priority population requirements. Select all that apply:

- This does not apply to me/I am not requesting a modification.
- I submitted a request to SGC and SGC approved it.
- I submitted a request to SGC and have not yet heard back.
- I would like to request my first modification(s) now.

- I would like to request additional modification(s) now.

If you selected “I would like to request my first/additional modification(s) now,” respond to the following questions in the text box below **or** in an attachment.

- Requirement: Which requirement are you requesting to modify? If applicable, which specific portion(s) of the requirement are you requesting to modify?
- Proposed modification: What are you proposing as an alternative?
- Justification: Why is this modification necessary? How will the alternative fulfill the intent of the original requirement?

Rural Areas Modification

Lead Applicants whose Project Areas are in rural areas may request TCC approval for a non-continuous Project Area. See Section 3.3 of the TCC Guidelines for TCC definition of rural communities.

1. Are you an applicant with a rural Project Area looking to submit a non-continuous Project Area?
    - No, my Project Area is not rural.
    - Yes, my Project Area is rural, and I am seeking approval for a non-continuous Project Area.
        - 2. Select which applies:
            - I submitted a request to SGC and SGC approved it.
            - I submitted a request to SGC and have not yet heard back.
            - I would like to submit a request for a non-continuous Project Area now.
                - 3. Respond to the all the follow questions in the text box below or in an attachment:
                    - Why is a non-continuous Project Area necessary for your community?
                    - How will your proposed Project Area fulfill the intent of the Project Area requirements and the goals of the TCC Program?

Project Area Information

See the TCC Mapping Tool for calculations.

CalEnviroScreen 4.0 (CES) disadvantaged communities (DAC) are areas with census tracts that have a CES cumulative impacts score at or above the 75th percentile, or where there are census tracts that lack overall scores in CES due to data gaps but received CES cumulative pollution burden scores at or above the 95th percentile. These areas have been consolidated into the CES DAC layer in the Mapping Tool.

- What is the percentage of your Project Area that falls within disadvantaged community census tracts per CES?
- What is the percentage of your Project Area that is within federally recognized Tribal boundaries?
- What is the percentage of your Project Area that is in eligible disadvantaged unincorporated communities? (Note: see Section 3.3 of the TCC Guidelines for more information)
- What is the percentage of the Project Area that is not a disadvantaged community but is in a low-income community per AB 1550?

For Project Areas that include disadvantaged unincorporated communities: Select which eligibility method(s) you are using. *See complete descriptions in Section 3.3 of the Guidelines. Applicants who establish eligibility through LAFCo status or local data must submit supporting documentation. See the TCC Mapping Tool for more.*

- Unincorporated areas that are within the Project Area boundaries of a previously awarded TCC Planning Grant or Project Development Grant that established eligibility as a disadvantaged unincorporated community
- Verification of disadvantaged unincorporated community status through the Local Agency Formation Commission (LAFCo) or another local agency, AND census tracts have CES DACs.
- No verification of disadvantaged unincorporated community status from a LAFCo or equivalent public agency but Project Area meets all of the following criteria:
    - DAC census tracts per CES
    - Project Area contains at least one cluster of unincorporated parcels at a density of 250 parcels per square mile OR at least one Census Designated Place with a total population of at least 250 residents
    - Hard-to-count census block group (score of 57 or higher) per the California Hard-to-Count Index
    - I would like to submit local data as a self-identified disadvantaged unincorporated community.
- If you would like to submit local data as a self-identified disadvantaged unincorporated community, you must demonstrate that the community has all of the following.

    - A pollution or environmental burden
    - Socioeconomic factors designating the community as disadvantaged (see Appendix A on the use of the term “disadvantaged”)
    - Sufficient density of at least one cluster of unincorporated parcels at a density of 250 parcels per square mile, or a total population of at least 250 residents.
- If you are a self-identified disadvantaged community, select one:
    - I submitted local data to SGC and it has been pre-approved.
        - ♣ If you have already submitted local data, please provide the date it was submitted or approved.
    - I submitted local data to SGC and have not heard back yet.
        - ♣ If you have already submitted local data, please provide the date it was submitted or approved.
    - I would like to submit local data now.

For local data submission, the data may be quantitative, qualitative, or both. We have created a tutorial to demonstrate how to gather your local data for submission. Examples of local data include but are not limited to any combination of the following:

- Designation as a disadvantaged unincorporated community or a disadvantaged community by the county’s Environmental Justice or Land Use Element of the General Plan
- Qualitative description of environmental or pollution burdens, exposures, and effects on the community
- CalEnviroScreen pollution burden indicators at or above the 75th percentile
- Healthy Places Index 3.0 score at or below the 25th percentile
- Population count estimates from Oak Ridge National Laboratory’s LandScan tool

Other supplemental data to support the self-identified disadvantaged unincorporated community status request may include but is not limited to local climate and environmental quantitative data, local climate action plans, and peer-reviewed academic journals and articles. The Vulnerable Communities Platform provides a collection of climate and environmental data sources and a mapping tool to support the identification of current and projected climate hazards in communities.

To reference data from the VCP, click on VCP Report Generator, choose the scale that best captures your Project Area (census block group, census tract, zip code, city, town, or unincorporated area). On the map, use the search bar or zoom to your Project Area. Click on the approximate center of your project area to retrieve the GEOID from the pop-up. Then enter the GEOID where it says “Enter a value” on the left. Click on the

“Run” button and wait for the report to generate. The tool will take a minute or two to generate. Once it is complete, click on “VCP Report Generator Complete at…” then click on “report.pdf” to see the result. See the climate hazards in your Project Area on page 2. Save a copy of this report and upload it to include it as part of your local data.

- Upload: If you would like to submit local data now, upload your local data submission as a PDF or Word document.
- Upload: Upload a PDF map of your Project Area.
- Upload: Upload a ZIP file containing the shapefile of your Project Area.
- Describe how the proposed activities will further the neighborhood’s ability to build future climate resilient infrastructure and social resilience.

2. Funding Goals and Priority Points (unscored)

SGC includes Funding Goals and Priority Points (see Section 9.4 of the TCC Guidelines for more information). Answer these questions to determine your eligibility.

1. Is the Lead Applicant a California Native American Tribe or a Tribally-owned nonprofit as defined by the TCC Guidelines?
    a. Yes
    b. No
    c. Unsure
2. If you answered No or Unsure to the previous question, does your application meet **both** of these criteria?
        - The Lead Applicant is a nonprofit whose mission is primarily focused on serving Tribal communities, AND
        - The proposed grant activities are primarily focused on serving Tribal communities.
            - Yes
            - No
            - Unsure
    a. If unsure: Please explain why you are unsure:

An application will be eligible for the Disadvantaged Unincorporated Community Funding Goal if **all of the following** conditions are met:

- More than 75% of the Project Area is unincorporated.
- More than 75% of Project Area residents live in disadvantaged unincorporated communities as defined by the TCC Guidelines.
- At least 75% of the TCC funds and at least 75% of overall project funds (TCC funds + leverage funding) are for projects in the disadvantaged unincorporated

community as defined by the TCC Guidelines. These funds can go towards a combination of:

    a. Fixed-location projects in disadvantaged unincorporated communities
    b. Projects or programs serving residents of disadvantaged unincorporated communities

3. Do you meet the criteria for the Disadvantaged Unincorporated Community Funding Goal?
    - Yes
    - No
    - Unsure
        - Please explain why you are unsure.

Previous LCI and SGC grantees will be eligible for priority points if the application's Project Area is in the same area as the previous work, at least one of the applicants are was a Lead Applicant or Co-Applicant on the previous grant, and the work is a direct continuation of the previously funded work.

4. Does your application meet the criteria for the priority points for previous LCI and SGC grantees?
    - Yes
    - No
    - Unsure
5. If you answered yes, for each previous grant, provide:
    1. Program and round number
    2. Lead Applicant name
    3. A brief explanation of how the TCC application meets the three criteria above.
6. If you are unsure, please explain why you are unsure.

3. Program Policy Priorities (unscored)

Consistency with Existing Local Land Use and Transportation Plans

The TCC application must be consistent with all relevant land use plans and related items including:

- General plans
- Local hazard mitigation plans
- Climate action plans
- Tribally led and created plans
- Zoning

- Building intensity and density requirements
- Design guidelines

1. List the applicable plans that the TCC application is consistent with. **(200 words)**
2. Upload a letter signed by the local jurisdiction's Planning and Public Works Departments, or equivalents, to verify that the application is consistent with all of the items listed above. Optional template: Planning Consistency

The State of California's Planning Priorities are as follows:

- Promote infill development and equity by rehabilitating, maintaining, and improving existing infrastructure.
- Protect, preserve and enhance environmental and agricultural lands and natural and recreational resources.
- Encourage location- and resource-efficient new development.

3. Explain how the proposed activities are consistent with the State Planning Priorities listed above. Describe how your long-term vision considers these priorities within the context of local needs and capacities. The full text of The State of California's Planning Priorities are contained in Section 65041.1 of the Government Code. (**200 words**) (1.6)

4. Objectives and Vision (scored)

The following questions discuss how your Project Development Grant proposal fulfills TCC Program Objectives and establishes a specific vision for community transformation. The TCC Program Objectives are to:

- Achieve significant reductions in greenhouse gas (GHG) emissions
- Improve public health and environmental benefits
- Expand economic opportunity and shared prosperity

1. Provide a clear Vision Statement that is specific to the community and aligns with the TCC Program Objectives. (**100 words**) (1.1)
2. Describe how the proposed activities address the Vision Statement and will achieve all TCC Program Objectives. (**300 words**) (1.2)

3. Describe your community. Descriptions may include but are not limited to community history, community composition, geographical context, economic conditions and industries, historical trends, challenges, strengths, and opportunities. Please address any public health, environmental, and economic challenges and opportunities for Project Area residents. Please include the total population size. (**500 words**) (1.3)
4. Describe why your community/Project Area is ready to implement a TCC grant, including community resources and assets, community history, relationships and partnerships, community planning processes undertaken, recent investments, and other factors that will make the proposed TCC activities successful. (**300 words**) (1.3)
5. Describe how the proposed activities reflect the unique local conditions and context of the Project Area and will improve outcomes for Project Area residents. (**300 words**) (1.4)

5. Transformative Elements (scored)

Applications are not required to address the entire list of TCC Transformative Elements but must address **Community Engagement** and **Climate Adaptation and Resilience**, at a minimum. Applications will be evaluated based on the strength and integration of Transformative Elements.

Transformative Elements: Prior Community Engagement

1. Provide a history of inclusive, culturally appropriate, and community-driven planning efforts, including community engagement conducted in the last five years in the Project Area around issues related to climate impacts and community development. Identify partners, organizations, and community members that have been involved. Describe the three most impactful activities you facilitated that informed the TCC proposal development, including the number of residents who participated. (**300 words**) (2.1)
2. What community priorities and corners surfaced from the engagement activities? (**200 words**) (2.1)
3. How did you identify and prioritize activities for inclusion in the Project Development Grant application? How did community input directly inform the selection of the project(s) included in the application? (**200 words**) (2.1)
4. Upload documentation of prior community engagement, which can include, but is not limited to, community engagement plans, final reports of engagement efforts, or feedback reports.

Transformative Elements: Proposed Grant Activities

Community Engagement

1. How will you use an inclusive process to meaningfully engage the community throughout the TCC grant term? Describe how you will use effective and meaningful community engagement programs and practices to gather the input and expertise of community members, including local public agencies, community-based organizations, workforce development boards, and other partners. (**300 words**) (2.2)
2. Discuss potential barriers to community participation faced by the Project Area's residents and the steps you will take to remove those barriers during the grant term. For example, choosing accessible meeting times and locations and providing translation, accommodations, stipends, childcare, etc. (**200 words**) (2.2)

Climate Adaptation and Resilience

1. Identify 2-3 top climate hazard exposures (such as wildfires, floods, sea level rise, drought, or extreme heat) expected to impact the Project Area during the TCC grant term and over the next 25 years. What characteristics, policies, programs, or other factors would make a community more able to respond to, prepare for, or overcome these climate impacts? Note: Please cite external resources or figures to support your identified issues. Citations will not be included in the character count. (**200 words**) (2.2)

    a. Upload: Provide screenshots or figures from resources that were used to identify the top issues. We suggest consulting local reports and documents such as Local Hazard Mitigation Plans or Climate Adaptation Plans to support the identification. The Vulnerable Communities Platform or Cal-Adapt may also be used to identify vulnerabilities and exposure to climate hazards.
2. Describe how these climate impacts will affect the most vulnerable community members (those more sensitive to climate change and have fewer resources to adapt or recover from climate impacts). Describe how the climate impacts will affect the built environment. (**300 words**) (2.2)
3. Describe how your proposed activities provide climate adaptation and resilience benefits to the community, further any ongoing efforts, and address the climate impacts you identified above. (**300 words**) (2.2)

Other Transformative Elements

The Additional Transformative Elements are:

a. **Displacement Avoidance**: The proposed activities support development of policies and programs to prevent displacement of current residents and small businesses.
   - **Workforce Development and Economic Opportunities:** The proposed activities identify economic development needs and support pathways to high-quality jobs in the Project Area.
   - **Leverage Funding:** The applicant's proposed activities will assist in identifying and securing potential funding sources to implement their work.

1. Describe how the proposed activities will further the applicant's ability to meet one or more of the additional Transformative Elements. (**300 words**) (2.2)

6. Project Design and Feasibility (scored)

1. Describe how the proposed activities address community needs. Describe the community benefits that the proposed activities will provide. (**300 words**) (3.1)
2. Describe how the proposed activities were designed to include appropriate scope, scale, and components for this community. (**200 words**) (3.1)
3. Describe how the proposed activities advance health equity and racial equity in the Project Area. (**300 words**) (3.2)
4. Describe any strategies and/or contingencies in place to ensure the project is completed within the time frame and budget proposed in the work plan and budget. (**200 words**) (3.3)
5. Describe how the proposed activities prepare the community to receive and implement future funding opportunities. (**300 words**) (3.4)

Project Feasibility Details

Site control

Applicants must demonstrate site control for any infrastructure projects (site remediation, pilot projects, water supply and wastewater infrastructure). For all other activities that will lead to future implementation, applicants must describe how they will obtain site control during the grant term. Activities that are not currently tied to a single site do not require site control documentation.

Examples of proposed TCC Project Development activities that require site control documentation:

- Implementation of water supply and wastewater infrastructure
- Implementing pilot or demonstration projects
- All activities related to site remediation

Examples of proposed TCC Project Development activities that require a description of how site control will be obtained during the grant term:

- Developing project designs or feasibility studies for future construction on a specific site that has already been identified
- Financial planning related to a proposed project at a site that has already been identified

Examples of proposed TCC Project Development activities that do NOT require site control documentation:

- Conducting community engagement to identify and prioritize possible sites for future construction of a community facility, and then selecting a site and beginning to work on project plans and designs during the grant term
- General feasibility studies not tied to a single site
- Community engagement not tied to a single site

If you are in doubt, please explain your situation in the text box below and upload relevant supporting documentation. You can also reach out to TCC staff at tcc@sgc.ca.gov.

1. Based on the information above, does your application have any tasks that may require site control at the time of application and/or during the grant term?
    - o Yes
        - ♣ Rest of questions below will appear
    - o No
        - ♣ If no, briefly explain why site control is not required for your application. (**200 words)**

Per Section 10.18 of the TCC Guidelines, “site control” means the Lead Applicant or Co-Applicant has control of property through one or more of the following:

1. Fee title
2. A leasehold or other interest in the property with provisions that enable the interest-holder to make improvements on and encumber the property provided that the terms and conditions of any proposed lease shall permit, prior to grant funding, compliance with all program requirements
3. An option contract or legally-enforceable Letter of Commitment from the property owner to sell or lease the property, which shall extend through the anticipated date of the Program award

4. An executed disposition and development agreement, right of way, or irrevocable offer of dedication to a Public Agency
5. An executed encroachment permit for construction of improvements or facilities within the public right of way or on public land
6. An executed agreement with a public agency that gives the applicant exclusive rights to negotiate with the agency for the acquisition of the site; provided that the major terms of the acquisition have been agreed to by all parties
7. A land sales contract or enforceable agreement for acquisition of the property
8. Other forms of site control that give SGC assurance (equivalent to 1-7 above) that the applicant will be able to complete the Project in a timely manner and in accordance with all the requirements of the TCC Program

For all properties owned by the Lead or Co-Applicant, the Lead or Co-Applicant must provide a letter committing the property to its proposed use. For all other properties, the applicant must provide documentation demonstrating site control through one of the methods listed above.

1. Describe the task that requires site control **at the time of application**. Please describe the parties and terms of the arrangement and identify which option(s) from the list above are you using to achieve site control. (**300 words**)
2. Upload documentation of site control (such as a letter from the Lead or Co-Applicant committing the property to its proposed use, or another document that demonstrates one of the site control methods listed above)
3. Describe the tasks that require site control to be obtained **during the grant term** and identify which activities in your proposed scope will allow you to obtain site control during the grant term. (300 words)
4. Do you have additional tasks that require site control at the time of application?
   - No
   - Yes
     - Describe a task that require site control **at the time of application**. Please describe the parties and terms of the arrangement and identify which option(s) from the list above are you using to achieve site control. (300 words)
     - Upload documentation of site control (such as a letter from the Lead or Co-Applicant committing the property to its proposed use, or another

document that demonstrates one of the site control methods listed above)

- ♣ Do you have additional tasks that require site control at the time of application?
  - No
  - Yes
    - o Describe a task that require site control at the time of application. Please describe the parties and terms of the arrangement and identify which option(s) from the list above are you using to achieve site control. (300 words)
    - o Upload documentation of site control (such as a letter from the Lead or Co-Applicant committing the property to its proposed use, or another document that demonstrates one of the site control methods listed above)
    - o Do you have **any other** tasks that require site control at the time of application?
      - ♣ No
      - ♣ Yes
        - Describe all remaining tasks that require site control at the time of application. Describe the parties and terms of the arrangement and identify which option(s) from the list above you are using to achieve site control. (900 words)
        - Upload documentation of all remaining site controls (such as a letter from the Lead or Co-Applicant committing the property to its proposed use, or another document that demonstrates one of the site control methods listed above)

Important note: The remainder of the project feasibility questions are for applicants with tasks involving site remediation, pilot projects, or water supply and wastewater infrastructure activities during the grant term.

1. Do any of your tasks possibly involve site remediation, pilot projects, or water supply and wastewater infrastructure during the grant term?
    - o Yes
        - ♣ Continue to answer the rest of the questions in this section
    - o No
        - ♣ Move onto the next section, Capacity

California Environmental Quality Act (CEQA)

Before submitting an application, Lead Applicants and Co-Applicants should consult with the public agency or agencies that have permitting authority over the projects in the application to determine what is required to comply with CEQA.

The Lead Applicant and/or Co-Applicants must demonstrate and provide documentation showing that the proposed grant activities are CEQA compliant and/or report on the project's CEQA status. Applicants must demonstrate that any pending environmental review necessary to complete proposed TCC activities will be completed in time to successfully implement the proposed TCC activities, and no later than the end of the first year of the grant term.

1. Select **all** CEQA requirements and status options below which apply for any activities included in your application. Note: Answer Narrative questions and upload relevant documentation for all applicable activities within each CEQA status. (3.3)
    - o Option 1: Activities that are categorically exempt, statutorily exempt, or are not considered projects under CEQA.
        - ♣ Describe all projects' CEQA requirements and exemption statuses.
        - ♣ Upload the following documentation for projects that are categorically exempt, statutorily exempt, or are not considered projects under CEQA:
        - ♣ A CEQA Notice of Exemption (NOE) that has been approved by the appropriate body pursuant to their obligations under CEQA, OR
        - ♣ Documentation that the project is CEQA compliant or does not require CEQA, including but not limited to:
            - A resolution adopted by the legislative body (e.g., City Council, Board of Supervisors) confirming a project's

exemption. If a resolution or similar mechanism is not available or does not exist, meeting minutes documenting the legislative body's consideration and approval of the project's CEQA compliance may be submitted.
- A signed letter or similar document from the head administrator of the approving entity (e.g., Planning Director).

- Option 2: Activities that are not categorically exempt or statutorily exempt and are considered projects under CEQA.
  - ♣ Describe all projects' CEQA requirements and statuses.
  - ♣ Upload file-stamped Notice of Determinations for all projects considered projects under CEQA.
- Option 3: Activities that do not yet have the documentation required to meet Option 1 or Option 2.
  - ♣ Describe all projects' CEQA requirements and status for projects without required documentation. Include a description of any conditions of approval and anticipated timeline to obtain approval.
  - ♣ Upload any supporting documentation needed to demonstrate how you will meet CEQA requirements in time to successfully implement your project, and no later than one year into the TCC grant term.
- Option 4: Tribal applicants

Option 4: Tribal applicants

SGC, Tribal applicants, and Application Technical Assistance providers will determine CEQA requirements on a project-by-project basis in accordance with all applicable laws and regulations. Tribal applicants should check all applicable boxes for CEQA requirements and status, to answer all applicable narrative questions, andsubmit all applicable CEQA documentation as described above. Tribal applicants can use the box below to provide any other relevant information.

If some or all proposed projects are within federally recognized Tribal boundaries, please note that in the box below. It is not the intention of SGC to impose any additional requirements on Tribal applicants beyond what is required by existing laws and regulations.

Provide any other relevant information for activities, projects, and CEQA requirements.

Permits

1. Applicants must identify all permits required to implement the proposed grant activities (such as construction or operation permits) and the timeline for obtaining them.

Task #	Name of permit	When in the grant term will it be needed? (e.g., Month 6)	Do you already have this permit?	How long does it take to obtain this type of permit and what is your plan for obtaining it?

2. Provide any other information or explanation below. If you are a self-permitting agency, state that here. If you have not entered any permits above, please provide an explanation of why no permits are needed.

Operations and Maintenance Plan

1. Describe the long-term operations, maintenance, and ownership of all grant components that will extend beyond the TCC grant term. This includes facilities, vehicles, urban greening, infrastructure, transportation improvements, community resilience centers, etc. Identify the parties responsible for ongoing upkeep and monitoring, including the funding source. (300 words)

By checking the below box, the Lead Applicants acknowledge responsibility for the following:

1. Provide TCC a finalized version of the Operations and Maintenance Plan(s) above as a deliverable during the grant term.

2. If the parties identified in the Operations and Maintenance Plan(s) above are unable to fulfill their duties as described, I, the Lead Applicant, will be responsible for identifying, securing, and coordinating with appropriate responsible parties to complete the long-term operations and maintenance of the project for its entire useful life.

☐ I, the Lead Applicant, acknowledge responsibility for all listed duties tied to Operation and Maintenance Plans

7. Capacity (scored)

Each applicant must demonstrate their capacity to oversee, manage, and implement the proposed grant activities if awarded. Collectively, the Lead Applicant and Co-Applicants must possess the capacity to implement the proposed grant activities in compliance with all program requirements throughout the term of the grant. Please complete the questions and upload the documents outlined below as requested.
Reference Guidelines section 10.8 Management Capacity for additional information.

California Native American Tribes or Tribally-owned nonprofits are exempt from submitting management capacity information that violates their data sovereignty. A Tribe that chooses not to submit the management capacity documentation described in the TCC Guidelines must adequately demonstrate, through other documentation, that they have sufficient management capacity to fulfill their proposed role in the TCC grant. Application Technical Assistance providers will support Tribal applicants in identifying and submitting alternative forms of documentation. SGC will determine whether the submitted documentation sufficiently meets this requirement and will work with the Tribe to identify mutually agreeable documentation.

Tribal applicants who would like to submit alternative documentation management capacity should follow the instructions on requesting Tribal modifications.

- Lead Applicants or Co-Applicants who are California Native American Tribes and Tribally-owned nonprofits may request modifications to the Capacity requirement. See the TCC Guidelines for more information. Select all that apply:
    - o This does not apply to me/I am not requesting a modification
    - o I submitted a request to SGC and SGC approved it.
    - o I submitted a request to SGC and have no yet heard back
    - o I would like to request my frist modification(s) now
    - o I would to request additional modification(s) now
- If you selected "**I would like to request additional modification(s) now**," respond to the following questions in the text box below or in an attachment. If you respond

in an attachment, write N/A. Requirement: Which requirement are you requesting to modify? If applicable, which specific portion(s) of the requirement are you requesting to modify? Proposed modification: What are you proposing as an alternative? Justification: Why is this modification necessary? How will the alternative fulfill the intent of the original requirement?

- Upload your answers to the additional Tribal Modification questions here if necessary.

Management Capacity

The Lead Applicant has primary responsibility for the management and implementation of the overall TCC activities. Co-Applicants are responsible for implementing certain grant components under the guidance of the Lead Applicant.

The answers in this section of the application should be consistent with the proposed Collaborative Governance Structure and decision-making processes outlined in the Collaborative Governance Agreement. The Collaborative Governance Structure and Collaborative Governance Agreement must meet the requirements outlined in Section 3.2: Collaborative Governance of the Round 6 TCC Program Guidelines.

Although the following questions are interrelated, please **avoid providing duplicative information** about the Lead Applicant and Co-Applicants in each question.

1. Describe similar work the Lead Applicant has successfully completed in California in the last 10 years. (**300 words**) (4.1) (4.2)
2. Upload supporting documentation to demonstrate the Lead Applicant's narrative above. (4.1) (4.2)
3. Check this box to affirm that your budget demonstrates the full- and/or part-time staff dedicated to implementing the proposed activities. (4.1)
4. Provide the name, email, phone number, organization, and role of one reference who can speak to the quality and timeliness of the Lead Applicant's work. (4.1) (4.2)
5. Why has this organization chosen to commit to its proposed role in the TCC grant? Why was this organization chosen as the most appropriate to serve as Lead Applicant? (**200 words**)
6. Describe the organization's capacity to ensure grant activities are completed on time and within budget. (**200 words**)

Organizational Charts

1. Identify a current employee who will be primarily responsible for carrying out the proposed TCC activities and acting as the primary point of contact for SGC, including their name, title, and division or department. If this responsibility will

eventually be transferred to a new employee who will be hired with TCC funds, also state that person's title, division or department, who in the organization they will report to, and what percentage of their time will be spent on TCC.(4.1)

2. Describe all current and/or proposed full and part-time staff that will be working on the TCC activities. For each staff person, include:
    a. Title and division or department
    b. Role in implementing TCC
    c. Percentage of their time that will be spent on TCC
    d. Employment status – full time, part time, intern, volunteer, fellow, etc.
        i. Describe all current/proposed TCC staff below.

Project Management Approach

The Lead Applicant must manage and monitor the proposed TCC grant activities and Co-Applicants. For successful project management, the Lead Applicant must do the following tasks:

- Use project management and coordination strategies to ensure that the project is completed in alignment with the work plan and budget
- Ensure all deliverables are completed successfully
- Coordinate staff and Co-Applicants to ensure the timely reimbursement of funds
- Ensure all Co-Applicants comply with program requirements
- Manage reporting and evaluation as required by the TCC Program

1. Describe your project management approach (**300 words**) (4.1,4.2)

Financial Capacity

Lead Applicants must demonstrate their capacity to oversee, manage, and implement the proposed grant activities if awarded. The Lead Applicant's financial and management capacity will be evaluated to assess whether their basic financial infrastructure, systems, and cash flow can support Co-Applicants through the reimbursement model and optional advance pay model. Reference *Section 10.7 Financial Capacity* and *10.8 Management Capacity* for additional information.

California Native American Tribes or Tribally-owned nonprofits are exempt from submitting financial or management capacity information that violates their data sovereignty. A Tribe that chooses not to submit the financial or management documentation described in the TCC Guidelines must adequately demonstrate, through other documentation, that they have sufficient management and financial capacity to fulfill their proposed role in the TCC grant. Application Technical Assistance providers

will support Tribal applicants in identifying and submitting alternative forms of documentation. SGC will determine whether the submitted documentation sufficiently meets this requirement and will work with the Tribe to identify mutually agreeable documentation.

Tribal applicants who would like to submit alternative documentation for management and/or financial capacity should follow the instructions on requesting Tribal modifications.

Please describe how the Lead Applicant plans to ensure appropriate financial capacity to execute the Grant Agreement, meet procurement requirements, execute contracts (as applicable), receive and manage public funding, and adhere to the Program's reimbursement process. In your response, please include the following information:

- **Financial Management:** Describe the organization's financial management policies and procedures, with specific attention to accounting measures in place for the management of restricted public funding. In your response, please note whether you have written policies and procedures in place.
- **Managing Public Grant Funds:** Describe any specific State and/or Federal financial management and accounting requirements the organization must adhere to for other sources of public grant funding. In your response, please note the source(s) of public grant funding you currently manage or have managed within the past 5 years.
- **Procurement:** Does the organization follow a written procurement policy? If so, summarize the organization's procurement policy.
- **Contract Management:** Describe the organization's approach to the management of contracts for vendors, including disbursement of payment to vendors and Collaborative Governance Structure (CGS) Partners which will be funded by the TCC grant.

1. Please provide your response below. (**400 words**) (4.1)

2. Has the Lead Applicant received and managed restricted public funding of a similar volume as requested for the proposed TCC Project in the past 5 years?
    a. Yes
    b. No
3. When managing public funds, how does the organization minimize (or plan to minimize) the risk of fraud, waste, and abuse? In your response, please note what written policies and procedures you have in place. (**200 words**)

To demonstrate financial capacity, TCC requires all of the following financial documentation for the Lead Applicant:

- **Financial Statements and/or Audits (last three years):** Provide copies of certified financial statements and/or audits for the organization for the past three fiscal years – prepared by an independent auditor or certified public accountant. The three required financial statements are described below. If you have audits that contain all of the required information, you can submit those instead.
- **Organizational Budget:** Provide the current fiscal year's annual organizational budget – including any other funding sources or revenue streams that exist for the organization.
- **Non-Profit Documentation:** If the Lead Applicant is a non-profit organization, please provide copies of the most recent Federal Form 990 (Form 990, 990-WZ, 990-N, or 990-PF as appropriate) and IRS 501(c)(3) Tax Determination Letter.
- **Audit Findings (last five years):** Any Applicant that has had an audit finding in the last five years is required to submit Independent Auditor's Report detailing the finding(s), and the organization's written response to the Auditor's report including the plan to resolve the audit finding(s). If you do not have audit findings for one or more of the last five years ,upload an explanation of why below.

- Upload all required financial capacity documentation. (4.1)

In addition, TCC requires all of the following financial Statements:

- Balance Sheet (Statement of Financial Position)
  The balance sheet provides a snapshot of a company's assets, liabilities, and equity at a specific point in time.
- Income Statement (Statement of Profit and Loss)
  This statement summarizes the company's revenues, expenses, and profits or losses over a reporting period.
- Cash Flow Statement
  The cash flow statement details the movement of cash into and out of the company, categorized into operating, investing, and financing activities.

1. Upload Lead Applicant financial statements (last three years) below:

2. Upload Lead Applicant's organization budget for the current year.
3. Is Lead Applicant a non-profit organization?
    - Yes
        - ♣ Upload most recent Federal Form 990 (Form 990, 990-WZ, 990-N, or 990-PF as appropriate).
        - ♣ Upload most recent IRS 501(c)(3) Tax Determination Letter:
    - No
4. Did you have any audit findings in the last 5 years?
    - Yes
        - ♣ Please upload Lead Applicant audit findings Independent Auditor's Report and the organization's written response to the Auditor's report (last five years):
    - No
        - ♣ If you are missing audit findings for one or more of the last five years, explain why: (**200 words**)

8. Collaborative Governance Structure (scored)

Tribal modifications

Lead Applicants or Co-Applicants who are California Native American Tribes and Tribally-owned nonprofits may request modifications to may request modifications to one or more requirements of the Collaborative Governance Structure and/or Collaborative Governance Agreement. See the TCC Guidelines for more information. Select all that apply:

- This does not apply to me/I am not requesting a modification.
- I submitted a request to SGC and SGC approved it.
- I submitted a request to SGC and have not yet heard back.
- I would like to request my first modification(s) now.
- I would like to request additional modification(s) now.

If you selected "I would like to request additional modification(s) now," respond to the following questions in the text box below or in an attachment. If you respond in an attachment, write N/A. Requirement: Which requirement are you requesting to modify? If applicable, which specific portion(s) of the requirement are you requesting to modify? Proposed modification: What are you proposing as an alternative? Justification: Why is this modification necessary? How will the alternative fulfill the intent of the original requirement?

- Upload your answers to the additional Tribal modification questions here if necessary.

Questions

1. Describe the process used to develop the Collaborative Governance Structure. Include a description of how members were selected and how members are composed of a diverse representation of resident voices, local leadership, and key partners (provide a justification if no residents or community-nominated members are included). (**500 words**)
2. Describe the Lead Applicant's and Co-Applicants' experience working in TCC related fields. List each Applicant and Co-Applicant and describe each one's: **(100 words for the Lead Applicant and each Co-Applicant)** (4.2)
    a. Work history;
    b. Sustained community engagement around climate change; and/or
    c. Experience working with one or more of the following areas:
    d. disadvantaged communities
    e. Tribal communities
    f. housing and community development
    g. economic development
    h. environmental
    i. public health issues
        i. Enter your answer to the above question
3. Upload: Upload a Collaborative Governance Agreement worksheet or Collaborative Governance for Tribes worksheet signed by all Lead- and Co-Applicants (if applicable) and meets all requirements in Section 3.2. Worksheet clearly outlines transparent, accountable, inclusive, and community-centered methods of governance and decision-making. (4.4)
4. If the project area crosses multiple jurisdictions, are all relevant jurisdictions represented within the proposed Collaborative Governance Structure?
    a. Yes, the project area crosses multiple jurisdictions and all relevant jurisdictions are represented.
    b. No, the project area crosses multiple jurisdictions and not all relevant jurisdictions are represented.
        i. Upload: Upload a Letter of Support from the relevant public agency for the jurisdiction(s) within the Project Area but not included in the Collaborative Governance Structure.
    c. The project area does not cross multiple jurisdictions.