AGENDA

PSP & APPLICATION WORKSHOP

BACKGROUND & OVERVIEW
GUIDELINES & PSP
ELIGIBILITY
APPLICATIONS
REVIEW & AWARDS
ADMINISTRATION
QUESTIONS & COMMENTS
BACKGROUND & OVERVIEW

PROGRAM - FUNDING
• **Delta Comms:** One-time Solicitation to assist with addressing Senate Bill 27 recommendation to develop and implement a Delta region specific Interoperability Communications Plan that supports communication between emergency response agencies
  - No future solicitations will occur for this grant type
  - The Delta Communications Grants fund the purchase of equipment required to provide interoperable emergency communication between all 5 counties within the Delta
    - Equipment includes radios, radio consoles, base stations, satellite phones, antenna systems, repeaters, microwave equipment, mobile communications equipment (including vehicles and trailers), communications software.
    - Grant also funds the development of communications plans and training for use of the newly acquired equipment.
• **Statewide:** After this round, the $15 Million will be exhausted with no further funding as of yet. We are working on securing more funding for future rounds, but as it is now, Round 3 will be the last round.
FIRST ROUND GRANT Awardees

- 14 Projects Funded
- 83 Participating Agencies
- Over $10.2 million in requested funds
- Focused on Planning & Coordination
SECOND ROUND GRANT AWARDEES

20 Projects Funded
103 Participating Agencies
Over $14.4 million in requested funds
Planning, Coordination, ALERT 2 Upgrades
FUNDING SOURCES

Funding for this Grant Program will be provided through Proposition 84.

DWR will provide approximately $5 million during this solicitation.

PROJECT FUNDING

Applications will be evaluated by the criteria presented in these guidelines. (Section 6.2)

Applicants will file a complete grant application package with DWR.

This grant does not require matching funds.

DIRECTED FUNDING

Direct expenditure projects must address an interest of the State and may be proposed and approved at any time, but must be evaluated by the same criteria as competitive grants.

Will be used as a secondary mechanism of funding only if entirely necessary.

Directed Funding: this is not the primary funding mechanism.
The goal is to have all the funds allocated through the competitive process.
Directed funding is a backup mechanism to be used only when appropriate.
Examples of what we seek to do with this mechanism.

1. If an agency applies for a step 3 task, but has not completed work in Step 1 or 2. We may direct some additional funds to finalize Step 1 or 2 work.

2. DWR sees a potential mechanism for transferring flood fight materials. DWR has aging materials that it must replace every so often. Materials that may still have some salvageable life in them. DWR may direct this “funding” in the form of FFM assets to locals.

This mechanism is meant to work in your benefit. Not to take away.
This section covers:

- The guidelines and highlighting changes or updates that we have made since round 1
- Eligibility requirements, Applications, Review, Awards, and Administration – sections 4-7 in the guidelines
- Many of our updates are from lessons learned in round 1 – hope to streamline the grant process more efficient to that you the client gets paid faster
California public agencies with primary responsibility for flood emergency response.

- Local Maintaining Agencies
- Reclamation Districts
- Flood Control Districts
- Cities
- Counties
- Joint Power Authorities
- Tribal Agencies

- Section 4.1 of Guidelines, no changes
- Applies to counties, cities, flood control districts, reclamation districts, local maintaining agencies, and some tribes in California
- The geographic scope of this grant is limited to the legal Delta. Regions outside of the legal Delta are not eligible for funding under these guidelines but are eligible under the Statewide Flood Emergency Response Program guidelines.
- A map of the legal Delta can be found in Appendix B*
- Multi-agency applications must designate a lead agency that is a flood emergency first responder or Joint Powers Authority (JPA) that represents flood emergency first response agencies. The lead agency will apply for the grant.
- Participating grant applicants will be required to submit letters of commitment, not letters of support.
Section 4.3
Funding will be prioritized through three sequential steps: 1) Planning & Coordination, 2) Training & Exercises, and 3) Facilities, Equipment, & Supplies. If available, applicants shall submit existing flood emergency plans to DWR for review with the application package.

Agencies with plans that do not meet Water Code 9650 criteria or are not NIMS compliant for cost recovery should apply for funding under step 1 to develop or update their flood emergency plan and to complete NIMS training certification.

Successful proposals can include work under all three steps. Contract agreements will be written such that funding will not be provided for steps 2 and 3 until a Plan and NIMS cost recovery compliance work has been completed. Typical activities which may be funded under this grant program include those listed below. Eligible costs and activities will be funded on a reimbursable basis.

**Step 1) Planning & Coordination** – Local and multi-agency flood emergency response planning, coordination, and communications.

- Training activities necessary to achieve certification of NIMS compliance for applicant and partner agencies. (Note that this is the only training activity prioritized under step 1)

- Preparing or updating the local flood emergency plan and levee safety plans, and incorporating the plans into the local multi-hazard emergency response plan.

- Developing processes to effectively communicate and coordinate response to flood
emergencies through DWR’s Flood Operation Center, Cal OES, local operational areas, and levee maintaining agencies. This may include the adoption and deployment of tools for the collection and dissemination of flood information (static as well as real-time information).

- Planning, developing, and implementing local and regional communication processes and resources. This includes but is not limited to multi-agency coordination, exchange of electronic information and data, cell and satellite phone systems, radio, and HAM radio systems. Systems must be consistent with the current plans in place and those being implemented like the Delta Interoperability Communications Plan and consistent with California Statewide Communications Interoperability Plan (CalSCIP) goals.

- Developing maps, information systems, resource management, and decision support tools and processes needed to effectively respond to high water and flood emergencies.

**Step 2) Training & Exercises** – Flood emergency response training and exercises

- Coordinating, conducting, and participating in flood emergency response training, drills, and exercises with DWR, neighboring jurisdictions, State agencies, or federal agencies, including regional exercises (the only exception is NIMS training certification which is prioritized under step 1). DWR grant project managers will be actively involved with the planning and coordinating of training and exercises.

- Coordinating, conducting, and participating in flood emergency communication drills and exercises.

**Step 3) Facilities, Equipment, & Supplies** – Flood emergency response resources and facilities

- Acquiring or enhancing local and regional flood fight materials and supplies.

- Developing staging areas for use during high water or flood events based on flood emergency action plans, regional flood emergency action plans, and DWR emergency action plans.

- Developing flood emergency response facilities, including multi-agency flood incident management facilities.

- Developing flood fight material stockpiles to protect critical infrastructure.
Section 4.4

This is not an exhaustive list, but gives an idea of ineligible activities.
This section will review the Applications requirements
SAMPLE DOCUMENTS

- Appendix A contains updated sample templates and examples of all forms that must be submitted with applications.
- A check list of all items can be found on page 24 of the guidelines.
<table>
<thead>
<tr>
<th>GRANT APPLICATIONS A1 - A7</th>
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<tbody>
<tr>
<td>A1. Application Cover Letter</td>
</tr>
<tr>
<td>A2. Application Cover Sheet</td>
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<tr>
<td>A3. Applicant Information</td>
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<tr>
<td>A4. Lead Agency Resolution</td>
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<tr>
<td>A5. Partner Agency Letter of Commitment</td>
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<tr>
<td>A6. Applicant’s Authority and Capability</td>
</tr>
<tr>
<td>A7. Environmental Information Form</td>
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A1. The cover letter is similar to a cover letter for a resume. Introduce your agency and the project/activities you are trying to fund. This should be addressed to John Paasch, Chief Flood Operations Branch

A4. We will require a letter from an agencies governing board (if applicable). This will let us know that the county/city/town etc. is on board with project(s). We HIGHLY suggest getting this done prior to the application deadline, but we understand that the holidays may make this difficult. We will work with you on this if absolutely necessary, to only to such an extent.

A5. Any additional agencies involved in the Lead Agency’s plan will need to submit a letter of commitment. This lets us know that each agency is on board and the grant funds will be used properly and create the correct/desired deliverables.

A6. This is to let us know that you have the authority to carry out the project/activities, as well as have the equipment, staff, and financial capability.

A7. Not all applications will require this, since developing a plan, training, and exercises don’t affect the environment. But if you want to purchase and store a container with flood fight material, or install a gauge, this may require an environmental review. We will require an environmental report in these cases to assure us that the funds will be appropriately used.
A8. Scope of Work

1. Introduction
2. Background
3. Description of the Proposed Project
4. Task Breakdown
5. Project Opportunities and Constraints
- A9: Explicitly state the start and end dates or number or calendar days needed to complete the project
  - This does not need to be extremely accurate
  - Just verification for us that the project is thought out
  - This will not necessarily be the final schedule upon execution of the contract

- A10: Brief explanation of the estimated project costs and financial resources used for the project
  - This does not need to be extremely accurate
  - Just verification for us that the project is thought out
  - This will not necessarily be the final budget upon execution of the contract

- This is the time to think about how to structure your tasks in which it will align with your reimbursement requests
- Think about how the structure will affect the ease of which you will contract with your consultants, report staff hours, or roll up costs from participating agencies.
- Keep the structure of the tasks and numbering consistent between task breakdown, schedule, and budget
Statement of Financial Capability
Demonstrate that the grantee has adequate funding to cover their own project costs while waiting for reimbursements to process
1) Financial statements for the last 3 years of operations
2) Projected cash flow for the grant, so show projected expenditures and revenues for the life of the proposed project
3) List of funding sources and evidence of applicant’s authority to use it
4) If necessary, information on applicant’s ability to obtain any addition funding
5) If using a third party contribution, evidence of their legal commitment to the applicant

Maintenance Plan
Show applicant’s commitment to maintaining the project. Applicant should be list their plan on how to maintain the project after the grant has been completed. Ie
GRANT APPLICATIONS

APPLICATION PACKAGE
A complete application will contain all the elements listed below:

A1. Application Cover Letter
A2. Application Cover Sheet
A3. Applicant Information
A4. Lead Agency Resolution
A5. Partner Agency Letter of Commitment
A6. Applicant’s Authority and Capability
A7. Environmental Information Form
A8. Project Scope of Work
A9. Project Schedule
A10. Project Budget
A11. Statement of Financial Capability
A12. Maintenance Plan
A13. Existing Flood Safety Plan, Emergency Action Plan, or Multi-Hazard Mitigation Plan (if appropriate)

APPLICATION SUBMITTALS
- Applicants must submit three hard copy applications to DWR, one of which must contain the original wet signed documents.
- An electronic copy must also be provided to DWR via a compact disc, flash drive, e-mail, or through FTP/cloud services.
- Electronic copies should be in a Microsoft compatible format or in a searchable PDF format with content copying enabled.

- Cover letter and application addressed to John Paasch, applications mailed and/or emailed to Brooks Weisser.
- We ask for multiple copies since several people review and make notes on these simultaneously, additional copies makes this easier and quicker
- Applications to be submitted by 5:00 PM on January 29th, 2018. Email submission will work for this, with hard copies sent very soon after.
- Please submit the electronic copy in Microsoft format, and/or searchable PDF. This greatly reduces review time.
APPLICATION DEADLINE
January 29, 2018

APPLICATION SUBMITTALS
Brooks Weisser
brooks.weisser@water.ca.gov
Attn: Brooks Weisser
Department of Water Resources
Hydrology and Flood Operations Office
3310 El Camino Avenue, Suite 200
Sacramento, California 95821

APPLICATION DEADLINE
January 29, 2018

APPLICATION SUBMITTALS
Brooks Weisser
brooks.weisser@water.ca.gov
Attn: Brooks Weisser
Department of Water Resources
Hydrology and Flood Operations Office
3310 El Camino Avenue, Suite 200
Sacramento, California 95821

QUESTIONS
Brooks Weisser
Grant Program Manager
brooks.weisser@water.ca.gov

PROGRAM WEBSITE
http://www.water.ca.gov/floodmgmt/funding/flood-ER.cfm

Cover letter and application addressed to John Paasch, applications mailed and/or emailed to Brooks Weisser.
This section will cover Review and Awards
### REVIEW & AWARDS

#### RATING CRITERIA

<table>
<thead>
<tr>
<th></th>
<th>Risk &amp; Emergency Response</th>
<th>Level of Support</th>
</tr>
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<tbody>
<tr>
<td>A</td>
<td>Flood risks, potential threats, and project benefits</td>
<td>Letters of support</td>
</tr>
<tr>
<td>B</td>
<td>Proposed Project</td>
<td>Regional Support</td>
</tr>
<tr>
<td></td>
<td>Step 1, 2, and 3 rating</td>
<td>Projects support for other agencies and regional emergency response</td>
</tr>
<tr>
<td>C</td>
<td>Operational Area Support</td>
<td></td>
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<tr>
<td></td>
<td>Project’s support for the operational area concept</td>
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- DWR will rate each grant application for completeness as described in Section 6.2 of the guidelines.
- The applicant must provide DWR with evidence of labor compliance prior to the execution of the contract.
- It is the responsibility of the applicant, to determine if all applicable Labor Code requirements pertaining to the Project are satisfied.

A brief list of the items that we look for in each criteria (This is not an exhaustive list):

A – We look at the risk the project is trying to mitigate, the potential threats, how critical the threat is. What are the deliverables?

B – We are going to heavily weight the applications for Step 1 projects and activities. Our goal is to get every agency to a baseline level with a flood emergency plan and trained staff. This is not to discourage agencies applying for steps 2 or 3, because regional exercises and having materials on hand is important as well.

C – Will the project strengthen operational area support. Is the project consistent with the county emergency plan

D – Did the included agencies commit to the project?

E – Does the project support a multi-agency, regional flood emergency response
REVIEW & AWARDS

TEIR 1 REVIEW
- Eligibility Check
- Acceptability and Completeness Check
- Rank and Review

TEIR 2 REVIEW
- Management Review
- Funding Review
- Draft List of Awards
## SCHEDULE

<table>
<thead>
<tr>
<th>Milestone or Activity</th>
<th>Dates</th>
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<tbody>
<tr>
<td><strong>2017</strong></td>
<td></td>
</tr>
<tr>
<td>Guidelines &amp; PSP Public Comment Period (30 days)</td>
<td></td>
</tr>
<tr>
<td>Respond to comments &amp; post updates</td>
<td>Sept</td>
</tr>
<tr>
<td>PSP Application Period Opens (90 days)</td>
<td></td>
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<tr>
<td>Post Final Guidelines and PSP</td>
<td>Nov-Jan ’18</td>
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<tr>
<td>Applicant Workshops</td>
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<tr>
<td>Sacramento and webinar</td>
<td>Dec</td>
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<tr>
<td><strong>2018</strong></td>
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<tr>
<td>Application Period Closes</td>
<td>Jan 29</td>
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<tr>
<td>Application rank and review</td>
<td>Feb – Apr</td>
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<tr>
<td>Initial funding recommendations released for public comment</td>
<td></td>
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<tr>
<td>Draft List of Awards</td>
<td>May</td>
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<tr>
<td>DWR approves final grant awards</td>
<td></td>
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<tr>
<td>Final List of Awards</td>
<td>June</td>
</tr>
<tr>
<td>Develop SOW and execute grant agreements</td>
<td>July – Oct</td>
</tr>
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</table>
GRANT ADMINISTRATION
(Agreement Conditions)
GRANT ADMINISTRATION

Agreement Execution
- 6 months to execute from the date of the award letter
- Contract term will run for 3 years from last date of signature

Invoicing
- Invoice on a reimbursable basis, can not release grant funds in advance
- Invoices include summary tables and supporting documentation
- May not invoice for work done prior to the contract being executed (signed)
- Retention 10%
- Retention release at the end of the project
- Travel Expenses must be charged at the state rate

Reporting
- Quarterly progress reports starting the first complete quarter after contract execution (even if no work has been completed since last report. As simple as a letter stating no work has been completed, but we plan on completing x, y, z next report.)

Amendments
- 4 things that trigger an amendment
  - 1) change in contract term/schedule
  - 2) change in budget tasks exceeding 20% (individual tasks)
- 3) change in contract scope/tasks
- 4) change in contract language/provisions

Closeout
- Required a Closeout Report
- Submission and approval of all deliverables
- Final Statement of Cost

Record Keeping
- Because these are bond funded, they can be audited. This has happened in the past.
APPLICATIONS DUE:
January 29, 2018

http://www.water.ca.gov/floodmgmt/funding/flood-ER.cfm