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*Los Angeles County Metropolitan Transportation Authority  
One Gateway Plaza  
3rd Floor Board Room*

**Agenda - Final**

**Wednesday, March 15, 2023**

**10:30 AM**

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## **Planning and Programming Committee**

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*\*LAX Hilton Hotel, 5711 W Century Blvd, Los Angeles, CA 90045*

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(ALSO APPLIES TO BOARD COMMITTEES)

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## CALL TO ORDER

## ROLL CALL

5. SUBJECT: AWARD RECOMMENDATIONS FOR RECREATION ACCESS COMPETITIVE GRANT PROGRAM [2022-0849](#)

### RECOMMENDATIONS

#### CONSIDER:

- A. APPROVING project selection and programming of \$1,000,000 for the Recreation Access Competitive Grant Program (Attachment A).
- B. AUTHORIZING the Chief Executive Officer (CEO) or her designee to negotiate and execute all necessary agreements for approved projects.
- C. AUTHORIZING the CEO or her designee to adjust programming amounts, including, but not limited to, soliciting additional project applications, shifting funding amounts between the awarded projects, and/or increasing award amounts should additional funding become available.

Attachments: [Attachment A - Award Recommendations](#)  
[Attachment B - Transit to Parks Board Motion 22.1](#)  
[Attachment C - Recreation Access Competitive Grant Program Guidelines Presentation](#)

6. SUBJECT: FUNDING PROGRAMMING FOR FEDERALLY MANDATED PARATRANSIT SERVICES [2023-0092](#)

### RECOMMENDATIONS

#### CONSIDER:

- A. APPROVING the programming of \$246.7 million in federal Surface Transportation Block Grant Program (STBGP) funds for Access Services for Fiscal Years (FY) 2024 through FY 2026, as shown in Attachment A; and
- B. AUTHORIZING the Chief Executive Officer or their designee to negotiate and execute funding agreements between Metro and Access Services.

Attachments: [Attachment A - Funding Programming for Access Services \(FY 2024 - FY 2026\)](#)

**7. SUBJECT: A NEW START FOR THE WEST SANTA ANA BRANCH  
MOTION**

[2023-0183](#)

**RECOMMENDATION**

APPROVE Motion by Directors Hahn, Dutra, Solis, and Barger that the Board direct the Chief Executive Officer to work collaboratively with the West Santa Ana Branch Corridor City manager Technical Advisory Committee, Gateway Cities Council of Governments, Eco Rapid Transit Joint Powers Authority, local elected officials, community-based organizations, schools and colleges, and residents along the corridor in order to rebrand the West Santa Ana Branch, including (a) renaming the project no later than January 2024 that represent the community character and local context, (b) developing a robust communication strategy to get input for and from CBOs, corridor cities residents and businesses, and key stakeholders, and (c) report back on progress toward these directives on a quarterly basis, beginning in June 2023.

(ALSO ON EXECUTIVE MANAGEMENT COMMITTEE)

**8. SUBJECT: CELEBRATE STREETS AND MOBILITY GRANTS  
PROGRAM**

[2023-0075](#)

**RECOMMENDATION**

RECEIVE AND FILE a status report on the development of a new potential grant program focused on activating and reimagining streets and transportation facilities with arts, culture, and recreation leading up to and during the 2028 Games.

**Attachments:**

[Attachment A - LA Metro Board Motion](#)

[Attachment B - List of Outreach Meetings with Stakeholders](#)

**SUBJECT: GENERAL PUBLIC COMMENT**

[2023-0153](#)

RECEIVE General Public Comment

Consideration of items not on the posted agenda, including: items to be presented and (if requested) referred to staff; items to be placed on the agenda for action at a future meeting of the Committee or Board; and/or items requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Committee subsequent to the posting of the agenda.

**COMMENTS FROM THE PUBLIC ON ITEMS OF PUBLIC INTEREST WITHIN  
COMMITTEE'S SUBJECT MATTER JURISDICTION**

**Adjournment**



## Board Report

File #: 2022-0849, File Type: Program

Agenda Number: 5.

### PLANNING AND PROGRAMMING COMMITTEE MARCH 15, 2023

**SUBJECT: AWARD RECOMMENDATIONS FOR RECREATION ACCESS COMPETITIVE GRANT PROGRAM**

**ACTION: APPROVE RECOMMENDATIONS**

#### **RECOMMENDATIONS**

CONSIDER:

- A. APPROVING project selection and programming of \$1,000,000 for the Recreation Access Competitive Grant Program (Attachment A).
- B. AUTHORIZING the Chief Executive Officer (CEO) or her designee to negotiate and execute all necessary agreements for approved projects.
- C. AUTHORIZING the CEO or her designee to adjust programming amounts, including, but not limited to, soliciting additional project applications, shifting funding amounts between the awarded projects, and/or increasing award amounts should additional funding become available.

#### **ISSUE**

On June 27, 2019, the Metro Board of Directors (Board) approved a motion directing staff to “collaborate with the County of Los Angeles [Regional Park and] Open Space District by contributing \$1 million in funding to create a grant program for cities and non-profits to fund transit to parks programs and initiatives” (Attachment B). The Recreation Access Competitive Grant Program, developed by the County of Los Angeles with input from Metro staff (Attachment C), allocates \$1 million for investment in transit improvements to increase access to parks and open spaces.

Staff has solicited, received, and evaluated project submittals. Staff recommends partial awards for both project submittals received as described in this report.

This funding recommendation is aligned with the goals and recommendations in the Board-adopted Transit to Parks Strategic Plan (Strategic Plan) and motion to provide funding up to \$1 million. Board approval is necessary to program the funds for the recipient agencies.

#### **BACKGROUND**

On June 27, 2019, the Board adopted the Strategic Plan (Item 22, File #2018-0774). The Strategic Plan presents a systematic vision for increasing access to parks and open space countywide and specifically addresses access inequities shown in the Los Angeles County Parks and Recreation Department's 2016 Countywide Parks Needs Assessment. The Strategic Plan analyzed data to identify target locations and described best practices and techniques for self-sustaining projects. At the same meeting, the Board directed staff to partner with the LA County Regional Park and Open Space District (RPOSD) by contributing \$1 million in funding for the Recreation Access Competitive Grant Program, with the intent of funding transit service, connections (e.g., shuttles from fixed route transit), or related efforts. Metro's funding for this program is leveraging the County's Measure A funding while collectively improving access to parks and open space countywide.

Staff previously worked with RPOSD staff on the 2019-2020 Recreation Access Competitive Grant Program guidelines to reference the Strategic Plan and emphasize funding projects that implement programs and initiatives from the Plan. The grant program opened on September 9, 2019, and closed on February 25, 2020. Staff was notified on July 23, 2020, by RPOSD staff that the program was canceled due to the COVID-19 pandemic. However, staff continued to coordinate with RPOSD staff on the re-release of the Recreation Access Competitive Grant Program. The re-released grant program opened on June 20, 2022, and closed on September 29, 2022. Potential eligible applicants could submit their applications through RPOSD's Grants Management System. Promotion of the funding program was sent via e-blast through RPOSD's distribution list that, combined with several additional recipients provided by Metro, totaled nearly 3,000 staff persons from potential eligible agency applicants. On July 7, 2022, RPOSD held a virtual workshop for potential eligible applicants for the Recreation Access Competitive Grant Program. Staff also promoted the funding program through the Bus Operations Subcommittee and Local Transit System Subcommittee. The program received two applications requesting Metro's funding.

Staff surveyed eligible applicants who did not apply for the program to determine if potential barriers limited the response. The results of the assessment concluded three common factors:

1. Labor shortages, especially bus operators, dissuaded agencies from applying for funding to expand transit service.
2. Available funding is insufficient to sustain service long-term, and agencies are hesitant to seek funding for limited term pilots.
3. Agency staff transition and turnover hindered program awareness.

## **DISCUSSION**

The overarching goals of Metro's funding for the Recreation Access Competitive Grant Program align with those in the Strategic Plan, which are to identify targeted, holistic ways to increase access to parks and open spaces, especially for communities most in need of such access.

### **Program Requirements**

Metro's funding component for the Recreation Access Competitive Grant Program included the following program requirements:



- Lead applicants must be a local/municipal transit agency or a public park authority.
- Applicants are required to identify and partner with a community-based organization (CBO) as part of the project development process.
- Funding available for new or augmented transit service and supportive elements, including transit stop improvements, marketing materials, educational and interpretive programming, improved signage, and wayfinding, among others.
- New or augmented transit service must connect a Strategic Plan-identified “Community of Interest” (generally, communities that suffer from poor access to parks and outdoor recreation) to a high-quality park or open space.
- Ten percent (10%) local match requirement can be cash or “in-kind” resources, such as staff time.
- Community engagement, market research, and performance monitoring requirements.

### Project Selection

Two applications were submitted by September 29, 2022, requesting Metro’s funding from the Recreation Access Competitive Grant Program. Metro assembled an evaluation team composed of four agency staff from multiple departments for projects seeking funding from Metro. The four independent evaluators scored both applications. Applications were scored using the following criteria:

- Project Elements
- Project Outcomes
- Supportive Programs & Initiatives
- Innovative Partnerships
- Community Engagement & Market Research
- Budget & Funding Strategy
- Performance Monitoring & Cost Effectiveness

Funding recommendations are based on the average total evaluation score and are limited by the amount of available funds (Attachment A). Both projects, as described below, are eligible, scored favorably, and are recommended for partial funding. Both applicants have confirmed that projects are viable with partial funding and can commence. Given the partial awards, the recommended action provides the CEO discretion to adjust the award amounts.

- *Mt. Wilson Express Route Development & Operations*  
Weekend shuttle to connect transit riders from Memorial Park Station on the Metro L Line (Gold) to the Angeles National Forest. The route travels along the 210 Freeway to Angeles Crest Highway (Highway 2), with forest stops at the Mt. Wilson Observatory, the Haramokngna American Indian Cultural Center at Red Box, Clear Creek Information Center, and trailheads at Eaton Saddle, Colby Canyon and Gould Mesa.
- *Nature Education Program at the Stone Barn Nature Center in Glendale's Deukmejian Wilderness Park*  
Bus transportation with designated stops in Glendale to visit Deukmejian Wilderness Park one day a week to allow youth and their families to explore the park on their own, as part of the

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monthly Glendale Outdoors (GO!) Program where youth and their families can ride the bus at no charge.

### **DETERMINATION OF SAFETY IMPACT**

There is no direct safety impact associated with the recommended action.

### **FINANCIAL IMPACT**

Approval of the award recommendation for the Recreation Access Competitive Grant Program would have a one-time \$1 million financial impact to the agency. Funding for this program fulfills the Board directed intent to broaden the reach of the County's Measure A funding, which collectively improves access to parks and open spaces countywide.

#### **Impact to Budget**

The Office of Management and Budget has identified eligible and available Prop A/C/TDA Administrative funds as the funding source for the \$1 million award recommendation. The FY24 Budget will include funds in Project 473003 and Cost Center 0441. Since these are multi-year projects, the Cost Center managers and Chief Planning Officer will be responsible for budgeting in future years.

### **EQUITY PLATFORM**

The recommended action awards funds to two eligible projects. Award recommendations are based on criteria that culminate a multi-step process that considers and elevates equity considerations at all stages. Specifically, to be considered for funding, projects must provide connections to park facilities from "Communities of Interest" as designated in the Strategic Plan. Communities of Interest are designated based on a variety of socio-economic factors, health indices, and are most associated with locations with poor access to open space and outdoor recreation. Both awarded projects would provide transportation service within at least 3 Metro-designated Equity Focused Communities within Pasadena and Glendale, respectively. Note that precise routing is subject to change. Beyond this direct benefit, residents of other Equity Focused Communities may benefit by connecting to these services from the larger transit network. As such, the selected projects will benefit transit riders in specifically targeted communities with lower incomes and poor health outcomes. Further effort will be undertaken by implementing awarded projects to ensure that intended benefits to highest need residents are realized. This includes a requirement for awarded projects to conduct inclusive outreach and to partner with community-based organizations (CBO), which aligns with Metro's own CBO Partnering Strategy. Potential harms associated with the projects are limited and may include noise and congestion for local residents along transit service routes, as well as limited utility of these projects for transit riders in locations that would require long travel times. Potential harms may be reduced by outreach and community involvement during the project, grant oversight from Metro staff, and through thoughtful project design.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The program advances several Strategic Plan Goals including:

- Goal #1: High-quality mobility options - advances new transit connections to high-quality parks and open spaces for communities who lack that type of access.
- Goal #2: Outstanding trip experiences for all - selected project will be coupled with supportive elements to both encourage the success and help raise the visibility of this transit service including marketing materials, educational and interpretive programming, improved signage and wayfinding, among others.
- Goal #3: Enhancing communities and lives - targeting investment to “Communities of Interest” that were identified by overlaying three pre-existing measures of disadvantage with a series of demographic characteristics.
- Goal #4: Transform LA County through collaboration and leadership - prompts new partnership models with transit providers, park agencies, and community-based organizations to deliver various project elements.

### **ALTERNATIVES CONSIDERED**

The Board could elect not to approve the selected projects and the programming of funds; however, this is not recommended as the Recreation Access Competitive Grant Program is a Board-directed activity (Attachment B). Without approval and programming of funds for the selected projects under the Recreation Access Competitive Grant Program, this would further delay increasing transit access to a high-quality park and open space areas for communities who lack that type of access.

### **NEXT STEPS**

Upon Board approval, the respective implementing agencies will be notified, and Funding Agreements will be executed. Staff will continue to work with the selected projects as described in this report. Annual updates will be provided to the Board.

### **ATTACHMENTS**

Attachment A - Award Recommendations

Attachment B - Transit to Parks Board Motion 22.1

Attachment C - Recreation Access Competitive Grant Program Guidelines

Prepared by: Chris Moorman, Senior Transportation Planner, Countywide Planning & Development, (213) 547-4268

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Reviewed by: James de la Loza, Chief Planning Officer, (213) 922-2920



Stephanie N. Wiggins  
Chief Executive Officer

**Recreation Access Competitive Grant Program**  
**Award Recommendations**

| <b>Rank</b>   | <b>Lead Applicant</b> | <b>Co-Applicant</b> | <b>Project Title</b>  | <b>Funding Request</b> | <b>Award Recommendation</b> |
|---|-----------------------|---------------------|---|------------------------|-----------------------------|
| 1   | City of Pasadena      | Nature for All      | Mt. Wilson Express Route Development & Operations   | \$ 1,000,000.00        | \$ <b>747,244.54</b>        |
| Weekend shuttle to connect transit riders from Memorial Park Station on the Metro L Line (Gold) to the Angeles National Forest. The route travels along the 210 Freeway to Angeles Crest Highway (Highway 2), with forest stops at the Mt. Wilson Observatory, the Haramokngna American Indian Cultural Center at Red Box, Clear Creek Information Center, and trailheads at Eaton Saddle, Colby Canyon and Gould Mesa. |                       |                     |   |                        |                             |
| 2   | City of Glendale      |                     | Nature Education Program at the Stone Barn Nature Center in Glendale's Deukmejian Wilderness Park | \$ 338,250.00          | \$ <b>252,755.46</b>        |
| Bus transportation with designated stops in Glendale to visit Deukmejian Wilderness Park once a week to allow youth and their families to explore the park on their own as part of the monthly Glendale Outdoors (GO!) Program where youth and their families can ride the bus at no charge.  |                       |                     |   |                        |                             |
| <b>TOTAL</b>  |                       |                     |   | <b>\$ 1,338,250.00</b> | <b>\$ 1,000,000.00</b>      |



## Metro

## Board Report

File #: 2019-0532, File Type: Motion / Motion Response

Agenda Number: 22.1

**REGULAR BOARD MEETING  
JUNE 27, 2019**

**Motion by:**

**KUEHL, SOLIS, FASANA, BARGER AND GARCETTI**

Related to Item 22: Transit to Parks

Los Angeles County's Parks and Recreation Countywide Comprehensive Needs Assessment documents the lack of access to parks and open spaces in Los Angeles County. More than 40 percent of lower income households in the County do not have easy access to a park. Moreover, 22 percent of the County's large public open spaces do not have direct public transit connections. Metro's Transit to Parks Strategic Plan represents a strategic vision for increasing access to parks and open space, specifically for disadvantaged communities.

Improving access to parks and open spaces by filling in the gaps in our regional transportation network requires collaboration at all levels of government. The recent passage of Measure A, the Safe, Clean Neighborhood Parks and Beaches Measure and Metro's own Measure M provide us with a unique opportunity to improve access to our open space treasures by partnering with Los Angeles County Regional Parks and Open Space District in their Recreational Access Competitive grant Program. The Open Space District has \$5 million in funding available for grants to local government entities and non-profits to improve access to parks and open spaces. By leveraging a small amount of staff time and funding, Metro will potentially see a significant return on their investment.

**SUBJECT: TRANSIT TO PARKS**

**RECOMMENDATION**

APPROVE Motion by Kuehl, Solis, Fasana, Barger and Garcetti that the Board direct the CEO to:

1. Designate a Metro Transit to Parks liaison responsible for internal and external coordination of Transit to Parks Strategic Plan activities and monitoring.
2. Create marketing and promotional materials for existing and future transit lines serving parks and open space areas including a web based access tool, identifying transit routes to public lands.

3. Perform outreach to Councils of Government (COGs), parks organizations, municipal operators and other partner agencies to promote the Transit to Parks Strategic Plan as a resource and encourage funding and implementation partnerships.
4. Collaborate with the Los Angeles County Open Space District by contributing \$1 million in funding to create a grant program for cities and non-profits to fund transit to parks programs and initiatives.
5. Pursue discretionary funding opportunities for Transit to Parks Strategic Plan activities including providing grant writing assistance to eligible partner agencies and non-profits.
6. Collaborate with County of Los Angeles Department of Parks and Recreation to determine a baseline number of Los Angeles County residents who lack a 10 minute walk or ride to a park. Support County of Los Angeles Parks in updating that data in congruence with the LA County Park Needs Assessment every 5-8 years.
7. Utilize the Transit to Parks Strategic Plan as a guiding document in the development of a Regional Service Concept through the NextGen Bus Study.
8. Utilize the information contained in this board report and accompanying study in the formation of the recommendations to integrate transit-to-parks planning into 28x'28 and Measure M project planning.
9. Report back to the Board every 6 months with status updates.



# Recreation Access

## MEASURE A COMPETITIVE GRANT PROGRAM

IN COLLABORATION WITH



**Metro**<sup>®</sup>

**Guidelines**

July 2022





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## APPENDIX

### Appendix A: Language Access Requirements for Community Outreach and Engagement

## Introduction

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The Los Angeles County Regional Park and Open Space District (RPOSD) is responsible for implementing and administering the Los Angeles County Safe, Clean Neighborhood Parks and Beaches Measure of 2016 (Measure A). Seventy-five percent (75%) of Los Angeles County voters approved Measure A in November of 2016, which authorizes dedicated local funding for park, recreation, and open space projects and their maintenance through an annual special tax on all taxable real property in the County. Measure A makes funding available to eligible applicants (Eligible Applicants) for projects that repair and upgrade parks and recreational facilities; create new parks; preserve and protect open spaces and beaches; and support recreational programming.

These guidelines are for the 2022 Recreation Access Competitive Grant Program grant cycle and reflect a collaboration with the Los Angeles County Metropolitan Transportation Authority (Metro) to meet the directives of both our Boards as well as leverage our separate funding sources to begin to meet the needs of our communities in accessing parks and recreational amenities. The guidelines will provide a better understanding of the application process and evaluation criteria for both the RPOSD and Metro programs.

The majority of the evaluation criteria for the RPOSD program comes from the Measure A Implementation Steering Committee Proceedings. For more information regarding Measure A funding opportunities, programs, and procedures, please refer to the Measure A Grants Administration Manual (GAM) and the Measure A Basics Handbook. Additional information is also available online at [RPOSD.LACounty.gov](http://RPOSD.LACounty.gov).

### *Important Note:*

*The original version of this document was released on June 2, 2022. Important changes have been made to the guidelines and published as **Addendum I to the Recreational Access Competitive Program** on June 22, 2022, as **Addendum II to the Recreational Access Competitive Program** on July 6, 2022. The changes listed in both addenda have been incorporated into this document dated **July 6, 2022**.*

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# Two Competitive Grant Programs in One Document

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This document provides information on the Measure A Recreation Access Program (“RPOSD Program”) and Metro’s Recreational Access Program (“Metro Program”). Each program has its own application process in the Grants Management System (GMS), unique requirements, and includes its own application questions and evaluation process.

Although the eligibility requirements for each program are unique, an Eligible Applicant that meets both sets of requirements may choose to apply for both programs.

## RPOSD’S PROGRAM

The overarching goals of RPOSD’s funding for the Recreation Access Program include the following:

- Establish and implement programming or continue building upon established programs.
- Increase the ability of residents to access public lands, park facilities, and park amenities, including education, interpretative services, safety information, transportation, and related activities.
- Increase the accessibility for recreational purposes for County residents, especially those in High Need or Very High Need Study Areas.

## METRO’S PROGRAM

The overarching goals of Metro’s funding for the Metro Program include the following:

- Advance key Metro policies, especially the Transit to Parks Strategic Plan and the [Equity Platform](#).
- Provide connections to High Need quality parks and open spaces, especially for communities that lack access.
- Serve as a catalyst to advance Transit to Parks projects and initiatives across Los Angeles County.
- Encourage innovative partnerships, supportive programming, and advance models for Transit to Parks connections.

For more information on the Metro Program, go to page 29.

# Measure A Recreation Access Program Guidelines

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## PROGRAM DESCRIPTION

Measure A allows for up to fifteen percent (15%) of Category 3 and 4 funds to be awarded to Recreation Access grant programs. These grants shall establish new programs (New Programs) or expand/enhance existing programs (Existing Programs) to increase County residents' access to public lands, park facilities, and park amenities, including education, interpretive services, safety information, transportation, and other activities, especially for those living in High Need or Very High Need Study Areas.

RPOSD shall prioritize grants to Eligible Applicants that provide services to, or recruit a majority of their participants from, the areas of High Need and Very High Need, as identified in the 2016 Countywide Park Needs Assessment Report.

## AVAILABLE FUNDING

The amount of Measure A funding available for the program is: \$11,187,267

## PROGRAM AWARD SIZE AND TIMEFRAME

The requested grant awards must meet the minimum and maximum grant award size requirements. Successful Eligible Applicants will be eligible for three years of program funding, contingent on successful completion of program Year 1.

- Minimum: \$200,000
- Maximum: \$1,200,000

Programs that require funding beyond these Measure A limits may include funding from other sources that is secured at the time of application submission. Unsecured funding will not be considered for purposes of evaluating an application.

## PROGRAM ELIGIBILITY

The program must be either a New Program or an enhancement/expansion of an Existing Program and must meet the following definition:

Programs that increase the ability for County citizens to access public lands, park facilities, and park amenities, including education, interpretative services, safety information, transportation, and other activities that increase the accessibility for County residents, especially for those in High Need or Very High Need Study Areas.

Eligible Applicants must provide proof that the intended program meets all the following eligibility requirements to apply for a grant award:

- The program increases or will increase the ability for County residents to access public lands, park facilities, park amenities, and recreational opportunities as defined in these guidelines;
- The program trip(s) destination must occur within Los Angeles County, if applicable;
- The program improves or will improve accessibility, connectivity, and safety, including opportunities for education, interpretive services, and active recreation; and
- The program meets the requirements of the Americans with Disabilities (ADA) Act of 1990.





*Program Examples (For purposes of illustration only, not meant to be all inclusive):*

- Community-Based Recreation Programs- Enhance and engage participants for access to recreation and programming located within their communities;
- Outdoor Education Programs- Serving participants who have limited access and familiarity with the outdoors, including local and regional Los Angeles County parks, County natural areas, local mountains, beaches, etc.
- Establishing partnerships with Recreation Service Providers that serve to enhance recreation access for residents in a High Need/Very High Need Study Area. (e.g. summer programs, cultural events at parks, special events, etc.)
- Pop-up recreational or interpretive programs.

## APPLICATION SUBMISSION RULES

1. Eligible Applicant must be in Good Standing with RPOSD to apply for grant funding. Please refer to the Good Standing section, Page 11, of the Program Guidelines for more information.
2. A maximum of two application submissions are allowed per Eligible Applicant for this program. Each of Los Angeles County's departments (Parks and Recreation, Beaches and Harbors, Public Works, etc.) and departments of Large Cities are considered distinct Eligible Applicants for purposes of this grant program. Accordingly, they each may submit up to two separate applications. Large Cities are defined as having 100 or more parks as listed on their park inventory data in the LA Parks Portal.
3. Incomplete application submissions will not be considered. A response for each question must be provided.
4. Applications will not be accepted after the deadline of September 29, 2022, at 10:00 a.m.
5. Any questions regarding the grant program must be submitted by August 15<sup>th</sup>, 2022, on or before 5:00 p.m., and in accordance with the Frequently Asked Questions from the Eligible Applicants section.

## APPLICATION FILING PERIOD

Application Period Opens: June 20, 2022

Application Period Closes: September 29, 2022, at 10:00 a.m.

## GRANTS MANAGEMENT SYSTEM REGISTRATION AND ELIGIBILITY

Eligible Applicants are required to complete an online registration process prior to applying for a grant program opportunity. Eligible Applicant registration information must be entered and submitted in GMS (<http://grantfunding.rposd.lacounty.gov>). Eligible Applicants requiring assistance with the registration process are encouraged to contact RPOSD. Specific registration requirements for each agency type are listed below. **This step can be skipped if your agency is already registered in the GMS.**

## TYPES OF ELIGIBLE APPLICANTS

### Public Agencies

Any governmental agency, special district, or joint powers authority (JPA) that is authorized to acquire, develop, improve, and restore real property for beach, wildlife, park, recreation, community, cultural, open space, water quality, flood control, or gang prevention and intervention purposes within Los Angeles County is eligible to apply for Measure A grants.

### Nonprofit Organizations

Eligible nonprofit organizations must have a mission related to one or more of the following focus areas:

- Environmental protection and preservation
- Park, recreation, community services, or facilities
- Gang prevention and intervention
- Environmental education and interpretation
- Tree planting
- Conservation and preservation of wetlands or of lands predominantly in their natural, scenic, historical, forested, or open space condition
- Restoration of lands to a natural, scenic, historical, forested, or open space condition
- Job skills training and educational opportunities to young adults and/or veterans

### Registration Requirements for Nonprofit Organizations

- **Proof of Mission.** Documentation showing mission statement relates to nonprofit focus areas stated above.
- **Articles of Incorporation.** Documentation as filed with the state.
- **Proof of 501 (c) 3 status.** If applicable, also provide Conservation Corps certification; and/or certification that training, education, placement services provided meet requirements.
- **Proof of Good Tax Standing.** Copy of latest IRS Form 990 (Return of Organization Exempt from Income Tax).

### Schools

Public and private nonprofit schools are eligible to apply for Measure A grants with RPOSD, provided that they allow public use of school facilities during non-school hours or offer education/training programs. Vocational schools offering education/training programs or certification placement services to youth and veterans are also eligible.

### Registration Requirements for Schools

Schools allowing public use of school facilities during non-school hours will be required to submit a joint/shared-use agreement or letter of intent to enter a joint/shared-use agreement when completing a grant application.

## ADDITIONAL REGISTRATION REQUIREMENTS

All Eligible Applicants must adhere to the following:

- **Financial Statement**

Eligible Applicants, and/or Agency in Partnership, must provide their latest completed Financial Statements (must be within the last 3 years). A Comprehensive Annual Financial Report (CAFR) is acceptable for cities and other public agencies that file one (must be the most recent report).



- **Federal Tax Identification Number**

Eligible Applicants must supply their federal tax identification number.

- **Los Angeles County Vendor ID**

Eligible Applicants must have a Los Angeles County Vendor ID number. Eligible Applicants without a Los Angeles County Vendor ID number can obtain one at <https://camisvr.co.la.ca.us/webven/LoginNew.asp>.

- **Enrollment in Direct Deposit**

Per the Los Angeles County's *Method of Payment for County Contractors, Vendors, and Other Payees* policy, Electronic Fund Transfer or direct deposit is the default form of payment for any amounts due for goods and/or services provided under an agreement or contract with the County. All Eligible Applicants must confirm their enrollment in direct deposit with the County or provide documentation of an approved exemption.

## QUESTIONS FROM ELIGIBLE APPLICANTS

Eligible Applicants may submit questions in two different ways:

1. Questions can be submitted by email to [info@rposd.lacounty.gov](mailto:info@rposd.lacounty.gov). Please identify the grant program name in the subject line.
2. Or during the online workshop in the chat box.

RPOSD will publish a Frequently Asked Questions document to the RPOSD website prior to the grant application deadline.

All questions must be submitted by August 15, 2022, on or before 5:00 p.m. in order for RPOSD to provide a response before the application submission deadline.

### Eligible Applicants with Subsidiary Organizations

The Eligible Applicant must decide whether the main organization or one of its subsidiaries will apply for grant funding. The main organization and subsidiary cannot both be considered an Eligible Applicant.

## APPLICATION PROCESS

The application for all funding opportunities with RPOSD is to be completed in the online GMS. Each of the funding opportunities, in this case a competitive grant program, will have a set of questions that are specific to each program. The application will include questions specific to this grant program and require that supportive documentation be uploaded to GMS.

### Application Questions

RPOSD has provided directional notes along with the questions (in italicized font) to help Eligible Applicants understand the online application, which will need to be completed and submitted through GMS. The application will have additional detailed directions for each question and will outline the process required to submit a completed application.

### General Information

*All Eligible Applicants are expected to provide the following details.*



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- Program Title
- Primary Contact
- Authorized Official
- Organization

### Acknowledgements

*All Eligible Applicants must review and acknowledge the following requirements.*

- Proof of Jurisdiction Support to Apply for Measure A Grants

Written support to apply for, accept, and administer grant funds from an authorized representative for the applying department, City Manager's Office, Parks and Recreation department head, City Council, Board of Directors, or other leadership deemed appropriate by the Eligible Applicant.

- Competitive Grant Application Workshop

It is recommended that all Eligible Applicants attend the application workshop (date to be announced) before applying.

- Good Standing

Eligible Applicants must be in Good Standing with RPOSD prior to applying for grant funding. If the Eligible Applicant is an existing RPOSD grantee, all grants agreement(s) must be in full compliance throughout the competitive review process, approval process, award process, and through the duration of the program performance period. Eligible Applicants that have never received funding from RPOSD are considered to be in Good Standing. For existing Grantees, contact your RPOSD Grants Officer to verify Good Standing.

- Eligibility Requirement

Eligible Applicant understands that they will be required to provide grant support documentation throughout the grant's lifespan should their program application be selected as a recipient of a grant award per the Program Requirements.

- RPOSD Signage and Branding

Grant funded programs shall acknowledge the assistance of RPOSD funding prominently on all signage, outreach materials, and related documents, in accordance with RPOSD's Branding Policy. For further instructions and more information, refer to the RPOSD website or the Grants Administration Manual.

- Review of Project Delivery

Eligible Applicants must provide the final Grant Agreement closing date at the time of submitting a grant application.

RPOSD procedures requires that existing grants are closed upon completion date. Failure to close a grant within the project completion date will affect the Good Standing status.

- Review of Addenda

Review FAQ's, addenda, and updated content on the RPOSD website. Select the appropriate grant program to review the updated content.

- COVID-19 Requirements

Eligible Applicants must consider all relevant federal, state, and local guidelines and protocols related to COVID-19 in their proposals, including, but not limited to, physical distancing requirements and mask mandates. Proposals must also consider alternative scenarios should federal, state, and local guidelines and protocols related to COVID-19 change before funds are expended.

### **Agency Information**

- Select Agency Type
- Authorized Representative
- Authorized Designee

### **Program Budget**

Include a detailed spreadsheet that explains all costs for the Program from Year 1 through Year 3, including start-up and close-out costs. Please note, the funding awarded will only cover the three years of the Program specified in the Project Agreement.

The budget form is separated into the following sections:

- Program Year 1 (include start-up costs)
- Program Year 2
- Program Year 3 (include close-out costs)
- Contingency (an incidental expense that cannot exceed more than ten percent (10%) of the total grant award for unforeseen, eligible expenditures)

Budgeted items are to be entered in the correct section of the budget.

The following information must be provided on the budget form:

- Provide a line-item budget for the grant amount requested in the application using the budget form. (Spreadsheet report required. Include documentation that supports the calculations of the budgeted expenses.)
- Provide a brief description of each budget item (task) included in the budget.
- Include a Start Date and End Date for each task.
- Identify the deliverable for each task.
- Enter comments to provide additional information as necessary for each budget task.

### **Other Funding Sources**

Eligible Applicants may include a line-item budget that lists costs to be paid for using non-Measure A funding. However, these sources can only be included in the budget form if the funding source is secured at the time of application submission.

**Do not include budget items to be paid for using non-Measure A fund sources that have not been secured at the time of application submission.**



## **APPLICATION QUESTIONS FOR NEW PROGRAMS**

*(If applying for funding for an EXISTING Program, go to page 14 for Application Questions)*

### **General**

- **Identify what type of New Program you are seeking funding for.**  
*Provide narrative of the overarching goals, measurable objectives, and purpose for this program.*
  
- **Explain how the New Program fits within your organization’s mission.**  
*Provide a detailed description.*

### **Level of Need**

1. **In what Study Area is the New Program located? Is the program within or immediately adjacent to the specified Study Area(s)?**  
*Refer to the 2016 Park Needs Assessment for additional information on Study Areas*
  
2. **Identify who the New Program will serve and the program’s Participant Recruitment and Completion Plan. Also, identify how your organization will publicize the New Program to engage participants in High Need or Very High Need Study Areas.**  
*Include the Study Area(s) you anticipate your program participants will come from. Upload maps, reports, and/or other documents to support the proposal.*

### **Community Partnerships**

3. **List partnerships your organization has established with other organizations that will result in inclusive recruitment, collaborative program development, and increased opportunities for New Program participants.**  
*Provide the name and purpose of the partner organization(s) and any documentation/agreements to verify the partnership(s).*

### **Community Engagement Requirements**

4. **Describe how your organization engaged or will engage the community while developing the New Program to ensure the New Program will meet the community’s needs.**
  
5. **Describe how your organization actively sought or will seek to remove barriers to accessing the New Program.**  
*Examples include scheduling events in the evenings or weekends and providing transportation.*
  
6. **Describe how your organization has established (or will establish) or will leverage partnerships with local community-based organization (CBO’s/NGO’s), citizen advisory groups, and/or school districts to gain support for the New Program.**
  
7. **Describe how your organization has provided or will provide language access services for the New Program.**  
*Refer to the Language Access Requirements for Community Engagement, in the Appendix, for the minimum requirements for each Study Area.*

Program Benefits

8. Describe and summarize the New Program. List the program deliverables, outcome-oriented goals, and objectives. Describe the performance measures to track progress towards objectives and a reporting system to present the analysis of the performance measures against the deliverable and tasks. Describe how the New Program will increase public access for residents living in High Need or Very High Need Study Areas to public lands, park facilities and park amenities and recreational opportunities.
9. Describe the accommodations and/or services the New Program will provide for the diverse needs of the participants.  
*Provide a detailed description. For example, ADA accommodations, translation services, or other needs.*
10. Describe how the New Program incorporates elements that provide interpretation and education to foster user connection and awareness of the environment, environmental stewardship, the outdoors, and/or recreation.
11. Describe how the New Program includes elements that promote the ability of users to travel to and from the program location by active forms of transportation such as walking, biking, skateboarding, or utilizing the Metro or City transportation system.  
*For example, Safe Routes to Schools programs, safety education and other programs that promote walking and biking.*

Organization/Financial Health

12. Describe the fiscal capacity of the organization to carry out the New Program on a reimbursement-only basis and ability to ensure the necessary financial resources are available to complete the New Program. Eligible Applicants and/or the Agency in partnership must include a copy of the latest completed Financial Statement (must be within the last 3 years) or the most recent Comprehensive Annual Financial Report (CAFR).
13. Future funding- address how or if the New Program will continue beyond the grant funding period.  
*Provide a description detailing the organization's plan for acquiring future funding if the program is anticipated to continue beyond this three-year grant period.*
14. Describe how the funding for the New Program will be tracked, recorded, and kept separate from other funding sources.

**APPLICATION QUESTIONS FOR EXISTING PROGRAMS**

*(If applying for funding for a NEW Program, go to page 13 for Application Questions)*

General

- Identify the Existing Program and detail the type of enhancement/expansion you are seeking funding for.  
*Provide narrative of the overarching goals, measurable objectives, and purpose for this program.*
- Explain how the enhancements/expansion of the Existing Program fits within your organization's mission.  
*Provide a detailed description.*



Level of Need

1. Where is the Existing Program located? Is this Existing Program within or immediately adjacent to a Study Area(s)?
2. Identify who the enhancement/expansion of the Existing Program will serve and the program's Participant Recruitment and Completion Plan. Also, clearly identify how your organization will publicize the enhancement/expansion of the Existing Program to engage participants in High Need or Very High Need Study Areas.  
*Include the Study Area(s) you anticipate your program participants will come from. Upload maps, reports and/or other documents to support the proposal.*

Community Partnerships

3. List the partnerships your organization has established with other organizations that have resulted in inclusive recruitment, collaborative program development, and increased opportunities for Existing Program participants.  
*Provide the name and purpose of the partner organization(s) and include documentation/agreements to verify partnership(s).*

Community Engagement Requirements

4. Describe how your organization has engaged or will engage the community while developing the enhancement/expansion of the Existing Program to ensure the program will meet the community's needs.
5. Describe how your organization actively sought or will seek to remove barriers to accessing the Existing Program.  
*Examples include scheduling events in the evenings or weekends and providing transportation.*
6. Describe how your organization has established (or will establish) or leverage partnerships with local community-based organizations (CBO's/NGO's), citizen advisory groups, and/or school districts to gain support for the enhancement/ expansion of the Existing Program.
7. Describe how your organization has provided or will provide language access services for the enhancement/expansion of the Existing Program.  
*Please refer to the Language Access Requirements for Community Engagement, in the Appendix, for the minimum requirements for each Study Area.*

Program Benefits

8. Describe and summarize the Existing Program. List the program deliverables, outcome-oriented goals, and objectives for the enhancement/expansion of the Existing Program. Describe the performance measures to track progress towards objectives and a reporting system to present the analysis of the performance measures against the deliverable and tasks. Describe how the enhancement/expansion of the Existing Program will increase public access for residents living in High Need or Very High Need Study Areas to public lands, park facilities, park amenities, and recreational opportunities.



9. Describe the accommodations and/or services the enhancement/expansion of the Existing Program will provide for the diverse needs of the participants.  
*Provide a detailed description. For example, ADA accommodations, translation services, or other needs.*
10. Describe how enhancing/expanding the Existing Program will incorporate elements that will provide interpretation and education to foster user connection and awareness of the environment, environmental stewardship, the outdoors, and/or recreation.
11. Describe how the enhancement/expansion of the Existing Program will promote the ability of users to travel to and from the program location by active forms of transportation such as walking, biking, skateboarding, or utilizing the Metro or City transportation system.  
*For example, Safe Routes to Schools programs, safety education and other programs that promote walking and biking.*

#### Organization/Financial Health

12. Describe the fiscal capacity of the organization to carry out the enhancement/expansion of the Existing Program on a reimbursement-only basis and ability to ensure the necessary financial resources are available to complete the enhancement/expansion of the Existing Program. Eligible Applicants and/or the Agency in partnership must include a copy of the latest completed Financial Statement (must be within the last 3 years) or the most recent Comprehensive Annual Financial Report (CAFR).
13. Future funding- address how enhancing/expanding the Existing Program will allow for the program's continuance beyond the grant funding period.  
*Provide a description detailing the plan for acquiring future funding if the program is anticipated to continue beyond the three-year grant period.*
14. Describe how the funding for the enhancement/expansion of the Existing Program will be tracked, recorded, and kept separate from other funding sources.

## COMMUNITY OUTREACH AND ENGAGEMENT – REQUIRED FOR NEW AND EXISTING PROGRAMS

### *Effective Community Outreach and Engagement with Social Distancing and Safer at Home*

**Recommendation:** RPOSD highly recommends completing community outreach and engagement prior to the submission of an application.

RPOSD recognizes the importance of robust and inclusive community outreach and engagement that actively seeks input from the public when determining how to utilize Measure A funds. Input from community members, especially those in High Need or Very High Need Areas who have been historically underrepresented in decision-making processes, should be actively sought during community engagement. By engaging a diverse range of community members when identifying, prioritizing, programming, and designing parks and recreation projects and programs, public agencies and their partners can encourage increased levels of community trust and help to ensure that they deliver community-driven and-supported projects and programs.

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Effective Outreach and Engagement should rely on the use of social media and virtual technology. These tools provide a range of opportunities to inform, connect, and follow up with your target community. However, consider that many communities and target groups do not have access or use internet-based social media tools or are not comfortable with their use.

Given the importance of effective and timely community dialogue and input into all phases of your program, we want to ensure that the requirement for Community Outreach and Engagement is met (or exceeded) and documented, while following existing Los Angeles County Public Health (DPH) guidelines ([www.publichealth.lacounty.gov/media/Coronavirus/](http://www.publichealth.lacounty.gov/media/Coronavirus/)). Identify best practices and ask your peers for help in developing, planning, and conducting your engagement. Review current DPH guidance and modify your engagement accordingly.

## Outreach Methods and Engagement Approaches

Outreach and engagement are both necessary when seeking input from community members. Outreach provides information to residents and informs them that a meeting, workshop, or other engagement event is scheduled. Engagement occurs when residents participate in a discussion – either by receiving information or providing input – about the project or program under consideration. All community engagement must be preceded by robust outreach that encourages meaningful public participation and inclusive decision-making processes.

### Outreach Methods

The outreach methods used should be appropriate in scale and type to the community being served and must adhere to the language access requirements described later in this section. The materials should include the Measure A and/or RPOSD logo and other associated branding tools such as slogans and hashtags. Utilization of at least one outreach method from each of the three categories listed below, for a minimum of three methods of outreach, is required. All outreach conducted for Measure A-funded projects must adhere to the language access requirements described later in this section. Examples of acceptable outreach methods include but are not limited to:

| Online Media Outreach    | Local Media Outreach          | Grassroots Outreach                                |
|--------------------------|-------------------------------|--|
| E-Mail Blasts            | Newsletters                   | Door-to-door canvassing                            |
| Social Media             | Local and Regional Newspapers | Phone Banking                                      |
| Publication on a website | Local Radio and Television    | Surveys and Focus groups                           |
|                          |                               | Distribution of flyers and other printed materials |

RPOSD will support Eligible Applicants in their successful program outreach efforts through social media and web-based platforms, meetings, and other community engagement events, if requested within a reasonable time frame and so long as work force permits. All social media and other web-based platform materials must be submitted to the assigned RPOSD Grants Officer at least four weeks prior to the requested publication date. RPOSD's logo and identifying hashtags should be included in all social media outreach. The RPOSD Grants Officer should be notified in writing at least one to two weeks in advance of all meetings and other community engagement events.

Eligible Applicants will be required to provide supporting documentation to demonstrate which outreach methods were utilized and identify approximately how many people were reached. RPOSD may require applicants demonstrating unsatisfactory outreach to conduct additional outreach and engagement according to the minimum outreach and engagement chart before reimbursements will be issued.

### Engagement Approaches

All community engagement should consist of robust outreach that encourages meaningful public participation and inclusive decision-making processes. Measure A recognizes three distinct approaches to engagement ranging from sharing



information with community members to participatory approaches that seek robust input on a project or program. Each approach is described below, and requirements are addressed in next section.

### *Information Sharing (IS)*

IS is any type of engagement that educates and informs community members of potential and ongoing projects or programs, facility needs and challenges, funding opportunities, and available programs and services.

IS can occur at meetings, in the form of written communications such as newsletters or website posting, or through individual contact. IS should generally be conducted at each critical stage of a project or program.

### *Concurrent Participatory Engagement (CPE)*

The CPE approach to engagement actively seeks input from community members and seeks to build strong, sustainable, authentic partnerships by enabling community members to identify needs and priorities and inform project or program decisions. The CPE approach allows agencies the flexibility to discuss Measure A–funded projects, programs, and plans in conjunction with other public meetings or events. CPE events may occur as part of any public meeting with multiple agenda items, such as regularly or specially scheduled council, commission, or committee meetings where public input is invited; or at special community events such as festivals, fairs, or open houses where a table or booth may be set up to engage the community and solicit feedback pertaining to spending priorities within a Study Area; or at other meetings or events where community input can be given. The CPE approach to engagement should occur during the stage(s) of the project or program which allows community input to be incorporated into project or program plans to the greatest extent possible. Input that cannot be feasibly incorporated into project or program plans must be explained to the community in a public forum.

### *Dedicated Participatory Engagement (DPE)*

The DPE approach to engagement actively seeks input from community members and engages them in robust discussion while building strong, sustainable, and authentic partnerships by enabling community members to identify needs and priorities and inform project or program decisions. The DPE approach requires that all engagement meetings, workshops, or events be dedicated to discussing project(s) or program(s) to be financed with Measure A funds. DPE events must focus entirely on parks and open space projects, programs, plans, or priorities and may not include agenda items that do not pertain to specific projects, programs, plans, or priorities. This is intended to provide more time and focus to allow for robust participation without agenda-based time constraints. DPE events include but are not limited to: public workshops or meetings, design charrettes, collective design/visioning, community mapping, model making, and participatory budgeting. The DPE approach to engagement should occur during the stage(s) of the project or program which allows community input to be incorporated into project or program plans to the greatest extent possible. Input that cannot be feasibly incorporated into the project, program, or plans must be explained to the community in a public forum.

## **MINIMUM OUTREACH AND ENGAGEMENT REQUIREMENTS**

All community engagement should consist of robust outreach that encourages meaningful public participation and inclusive decision-making processes. For this program, the minimum level of outreach and engagement is determined by the total program budget. In general, the larger the program budget, the more intensive the engagement requirement. When identifying engagement requirements, Eligible Applicants should find the applicable program budget size bracket.

Engagement requirements do not mandate when the engagement must occur, as long as it occurs no more than 36 months before the application date or is included within the program for future completion. Engagement occurring after the grant award must be implemented according to the reported scope and timeline on the Community Engagement Plan. As a rule, the community should be engaged each time critical decisions must be made. This may include but is not limited to during the program design, planning, and/or development stages.

Although the timing is not specified, some programs are required to engage the community at least two times, as indicated on the chart below. RPOSD may withhold reimbursements until appropriate engagement has been conducted.

Eligible Applicants are required to upload a Community Engagement Plan and supporting documentation to GMS as part of their grant application. The Community Engagement Plan should describe all outreach and engagement conducted and/or describe all plans to engage the community in the future.

**Minimum Engagement Requirement Chart**

| TOTAL PROGRAM BUDGET    | INFORMATION SHARING | CONCURRENT PARTICIPATORY | OR<br>CONCURRENT OR DEDICATED ENGAGEMENT   | = | DEDICATED PARTICIPATORY |
|-------------------------|---------------------|--------------------------|--|---|-------------------------|
|                         |                     |                          | AND<br>CONCURRENT AND DEDICATED ENGAGEMENT | = |                         |
| \$200,000 - \$499,999   | YES                 | YES                      | or   |   | YES                     |
| \$500,000 - \$999,999   | YES                 | YES<br>(2 MEETINGS)      | or   |   | YES                     |
| \$1,000,000 – 1,200,000 | YES                 |                          | and  |   | YES                     |

**Community Outreach and Engagement Documentation Submission Requirements**

Acceptable supporting documentation for outreach and engagement includes the following items, as applicable:

- vendor invoices
- outreach flyers
- log of canvassing
- media ads and other graphics
- sign-in sheets
- photos
- activity sheets
- public comment cards
- meeting agendas and minutes
- staff reports

The Eligible Applicant has the responsibility to ensure that all funds expended for Community Engagement are spent appropriately and shall maintain accurate and complete financial records of its activities and operations in accordance with generally accepted accounting principles. Said documents, for the purpose of verifying appropriateness and validity of expenditures, shall be made available to RPOSD upon request. These include, but are not limited to, financial accounts, documents, and records must be retained for five (5) years following the completion of the funded grant.

**LANGUAGE ACCESS REQUIREMENTS FOR COMMUNITY OUTREACH AND ENGAGEMENT**

When conducting community outreach and engagement, cultural and language sensitivities must be considered to encourage participation from groups that typically face barriers and are less likely to participate in public process

collaborations. To ensure truly inclusive practices, all outreach and engagement conducted for Measure A funded projects and/or programs must adhere to the language access requirements described in this section. The table below identifies the required levels of translation and interpretation services based on the percentage of linguistically isolated populations speaking a given language within a given Study Area. Detailed methodology for identifying isolated languages is described in the Appendix of this document. All Eligible Applicants should refer to the Language Access Requirements for Community Engagement and Outreach chart, in the Appendix, for the minimum Community Outreach and Engagement requirements for each Study Area.

**Language Access Tiers and Requirements**

| TIER   | DEFINITION  | REQUIREMENT  |
|--------|---|--|
| Tier 1 | 15% or more of the population is linguistically isolated for any given language | Workshops and any in-person meetings must provide consecutive or simultaneous interpretation services. In addition, all written materials must be translated, including outreach materials, signage, agendas, and all other printed meeting materials.             |
| Tier 2 | 5–14.9% of the population is linguistically isolated for any given language     | Key written materials must be translated, including all printed meeting materials and at least one form of outreach. Workshops and any in-person meetings must provide consecutive or simultaneous interpretation services only if a specific request is received. |
| Tier 3 | 1–4.9% of the population is linguistically isolated for any given language      | It is recommended (but not required) that outreach materials and printed meeting materials be translated.  |

**PROJECT BUDGETING**

To assist Eligible Applicants in preparing their grant budgets, please review the charts below on the types of expenses that are eligible or ineligible for reimbursement using Measure A grant funding. The tables are not exhaustive, and Eligible Applicants should contact RPOSD for clarification regarding the eligibility of expenses not listed. RPOSD will not reimburse for expenses incurred before the execution of the grant agreement or after expiration of the grant agreement.

| <b>Eligible Expenses</b>   |  |
|--|--|
| COVID Supplies (Masks, Hand Sanitizer)                                       | Community Outreach and Engagement          |
| Program Staff Wages (see Accounting Rules for In-House Employee Services)    | Portable Equipment (Pop Up Park Equipment) |
| Program Staff Benefits (see Accounting Rules for In-House Employee Services) | Signage (RPOSD branding, etc.)             |

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|  |   |
|--|---|
| Overhead/Indirect Costs (see Overhead/Indirect cost section)             | Vehicle Rental (Charter, etc.)  |
| Mileage (For Eligible Applicants owned vehicles) at County approved rate | Meals (Reasonable expenses for participants during program trips depending on the program type) |
| Program Materials (Interpretive, Educational information)                | Electronic Equipment (Tablets, software, headphones, etc.) with appropriate justification       |

| <b>Ineligible Expenses</b>   |   |
|--|---|
| Vehicle Purchase   | Vehicle Storage Fees (Housing of vehicle) |
| Stipends   | Interest charges                          |
| Lodging (Hotels)   | Overnight shipping/delivery charges       |
| Lease/Rental of Office Space   | Postage                                   |
| Costs incurred before or after the grant performance period/program timeline | Office equipment/furnishings              |
| Costs lacking appropriate documentation                                      |   |
| Damage Judgements, Attorney's/Legal Fees                                     |   |

## OVERHEAD/INDIRECT COSTS

Reimbursement of overhead and indirect costs shall not exceed twelve percent (12%) of the grant total and shall require documentation of actual expenses. Overhead/indirect costs are costs not usually identified specifically with the grant, contract, or activity, but are necessary for the general operation of the Eligible Applicant/organization. Overhead/Indirect may include, but not be limited to:

- Personnel
- Accounting
- Administrative Costs
- Communication Expenses
- Employee Services
- Indirect Services and Supplies
- Management Oversight of Funded Activities
- Contracting
- Compliance
- Data and Performance Reporting
- Fiscal Services

## ACCOUNTING RULES FOR IN-HOUSE EMPLOYEE SERVICES (ELIGIBLE APPLICANT LABOR)

Eligible Applicants must follow these accounting practices for services performed by its employees to be eligible for reimbursement:

- Maintain time and attendance records as charges are incurred, identifying the employee through a name or other tracking system, and that employee's actual time spent on the project.
- Time estimates, including percentages, for work performed on the project are not acceptable.
- Time sheets that do not identify the specific employee's time spent on the project are not acceptable.



- Costs of the salaries and wages must be calculated according to the Eligible Applicant’s wage and salary scales and may include only benefit costs for health insurance and workers’ compensation.

**Benefits List:**

- Workers Compensation
- Health Insurance
- Leave Benefits
- Pension Contributions

If claiming in-house employee services costs, Eligible Applicants will need to upload the Grantee Labor Report and Expense Declaration Form into GMS when requesting for reimbursement, signed by their authorized representative attesting that the time spent by their employees on the qualifying Measure A project is accurate.

The Regional Park and Open Space District is not limited by the policies set forth in the Grants Administration Manual, and to ensure due diligence to the taxpayer, Grant Officers may ask questions to help verify appropriate expenditure of funds.

## **PROGRAM EVALUATION**

Eligible Applicants must submit grant applications to fund a three-year program. Grant funding, however, will only be guaranteed for the first year. Funding for subsequent program years is contingent upon approval by RPOSD following an evaluation process.

RPOSD will perform, or cause to be performed, a program evaluation during the first year of your program to determine continued program funding. The evaluation will review the effectiveness of the program; and how successful the program was in meeting its goals, objectives, and deliverables. It will also review whether the program met or exceeded its expected participant levels.

## **GRANT PROGRAM TIMELINE (APPLICATION TO AWARD)**

**Milestones**

Guideline Release Date: June 2, 2022

Application Filing Period Opens: June 20, 2022

Application Submission Deadline: September 29, 2022, at 10:00am

Administrative Review and Evaluation Panel Review: October 2022 to December 2022

Anticipated Grant Award Announcement: December 2022

Reminder: RPOSD will not reimburse for expenses incurred before the execution of the grant agreement or after termination of the grant agreement.



## REVIEW PROCESS

### Administrative Review

Once the application period has closed, RPOSD staff will conduct an administrative review of all submitted applications to verify Good Standing status, completeness, and adherence to category and minimum requirements. Applications that pass the administrative review will be sent to the Competitive Grants Evaluation Panel (Evaluation Panel).

### Evaluation Panel Review

RPOSD will convene an Evaluation Panel for applications that meet the requirements of the administrative review in each competitive grant program. Each panel will be composed of a multidisciplinary team with diverse backgrounds in various aspects of parks/open space, recreation, programming, and other relevant areas of expertise.

At this stage, the Evaluation Panel will review and evaluate the Applications and assign a preliminary score for each one. This review may include technical comments. Applications shall be evaluated according to the evaluation criteria listed in the grant program guidelines. Since the evaluation criteria varies for each competitive grant category, Eligible Applicants should consult the criteria of the category to which they are applying. After the initial reviews have been completed, evaluators will meet as a group to discuss Applications in closed session. Informed by the Evaluation Panel discussion, individual evaluators may change their initial ratings.

Based on the final scores submitted to RPOSD by the Evaluation Panel, a program ranking list will be prepared by RPOSD staff with recommended programs for funding.

## EVALUATION CRITERIA

Applications will be scored using the following criteria:

- Level of Need
- Community Partnerships
- Community Engagement Requirements
- Program Benefits
- Organizational/Financial Health

Each evaluation criterion is described below along with a breakdown of points by sub-criteria.

## SCORING RUBRIC FOR NEW PROGRAMS

| EVALUATION CRITERIA               | POINTS     |
|-----------------------------------|------------|
| Level of Need                     | 20         |
| Community Partnerships            | 15         |
| Community Engagement Requirements | 10         |
| Program Benefits                  | 55         |
| Organizational/Financial Health   | 25         |
| <b>Maximum Number of Points</b>   | <b>125</b> |



**Level of Need**

Eligible Applicant provides services to and/or recruits a majority of its participants from High Need or Very High Need Study Areas. Refer to the 2016 Park Needs Assessment for a comprehensive list of High Need and Very High Need Study Areas.

Eligible Applicant may receive a maximum of 20 Points by meeting one or more of the sub-criteria below.

|  |                |
|--|----------------|
| (1) Eligible Applicant clearly identified whether or not the New Program is within or immediately adjacent to a High Need or Very High Need Study Areas.<br><input type="checkbox"/> <b>Very High Need Study Area = 10 points;</b><br><input type="checkbox"/> <b>High Need Study Area = 9 points;</b><br><input type="checkbox"/> <b>Adjacent to High Need or Very High Need Study Area and will serve those areas = 8 points, etc.</b> | 0-10<br>Points |
| (2) Eligible Applicant clearly described the New Program’s Recruitment Plan and how their organization will publicize the New Program to recruit participants in High Need or Very High Need Study Area(s).  | 0-10<br>Points |

**Community Partnerships**

Eligible Applicant has established local community partnerships with public agencies, school districts, universities, private industry, and other Community-Based Organizations. These partnerships lead to inclusive recruitment, collaborative program development, and increased opportunities for New Program participants.

Eligible Applicant may receive a maximum of 15 Points by meeting one of the sub-criteria below. (Eligible Applicants will receive additional points for established partnerships.)

|  |                |
|--|----------------|
| (3A) Eligible Applicant have established partnerships with one or more organizations that will result in inclusive recruitment, collaborative program development, and increase opportunities for participants in the New Program. | 6-15<br>Points |
| (3B) Eligible Applicant will establish partnerships with one or more organizations that will result in inclusive recruitment, collaborative program development, and increase opportunities for participants in the New Program.   | 0-5<br>Points  |

**Community Engagement Requirements**

Eligible Applicant will receive points based on the quality of past and/or new Community Engagement requirements.

Points will be awarded based on the evaluators’ assessment of the submitted community involvement documentation and/or community involvement plan describing new community involvement. All new community involvement will be tracked as part of the grant administration process.

Eligible Applicant may receive a maximum of 10 Points by meeting one or more of the sub-criteria below.

|  |               |
|--|---------------|
| (4) Eligible Applicant clearly described how their organization will engage the community while developing the New Program, to ensure that the program will meet the community’s needs. Community input received | 0-4<br>Points |
|--|---------------|

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|  |               |
|--|---------------|
| during the engagement process will be reflected in the New Program and its components.   |               |
| (5) Eligible Applicant clearly described how their organization actively sought or will seek to remove barriers to accessing the program, such as scheduling meetings/events in the evenings and/or weekends and providing transportation.                   | 0-2<br>Points |
| (6) Eligible Applicant clearly described how their organization will or has established or leveraged, community partnerships with local community-based organizations, citizen advisory groups, and/or school districts to gain support for the New Program. | 0-2<br>Points |
| (7) Eligible Applicant clearly described how their organization will provide language access services for the New Program.   | 0-2<br>Points |

### Program Benefits

Eligible Applicant has described how the programs will improve accessibility, connectivity, and safety, and provide opportunities for education, interpretive services, and active recreation.

Eligible Applicant may receive a maximum of 55 Points by meeting one or more of the sub criteria below.

|  |                |
|--|----------------|
| (8) Eligible Applicant clearly described and summarized the New Program. Application listed the program deliverables, outcome-oriented goals, and objectives. Described the performance measures to track progress towards objectives and a reporting system to present the analysis of the performance measures against the deliverable and tasks. Additional points awarded if Applicant described how the program will increase public access for residents living in High Need or Very High Need Study Area(s) to public lands, park facilities, park amenities, and recreational opportunities. | 0-25<br>Points |
| (9) Eligible Applicant has clearly described the accommodations and/or services that their organization's new program will provide for the diverse needs of the participants. (Example, ADA accommodations, translations services, etc.) Additional points will be awarded for programs that target its services to High Need or Very High Need Study Area(s).   | 0-10<br>Points |
| (10) Eligible Applicant clearly described how their organization's New Program incorporates elements that provide interpretation and education to foster user connection, awareness of the environment, environmental stewardship, the outdoors, and/or recreation.  | 0-10<br>Points |
| (11) Eligible Applicant clearly described how the New Program includes elements that promote the ability of users to travel to and from the program location by active forms of transportation such as walking, biking, skateboarding, or by utilizing the Metro or City transportation system.  | 0-10<br>Points |

### Organizational/Financial Health

Eligible Applicant has described the overall financial condition of their organization, future funding, if any, and the fiscal capacity of the organization to carry out the new program on a reimbursement basis only. The Eligible Applicant has also demonstrated their ability to ensure the necessary financial resources are available to complete the New Program.

Eligible Applicant may receive a maximum of 25 Points by meeting one or more of the sub criteria below.

|  |                |
|--|----------------|
| (12) Eligible Applicant clearly described the organization’s fiscal capacity to carry out the New Program on a reimbursement-only basis and their ability to ensure that the necessary financial resources will be available to complete the program. (Financial Statement or Comprehensive Annual Financial Report was submitted) | 0-10<br>Points |
| (13) Eligible Applicant clearly described the organization’s future funding by addressing how and if the New Program will continue beyond the three-year grant period.   | 0-10<br>Points |
| (14) Eligible Applicant clearly described how the funding for the New Program will be tracked, recorded, and kept separate from other funding sources.   | 0-5<br>Points  |

## SCORING RUBRIC FOR EXISTING PROGRAMS

| EVALUATION CRITERIA               | Points     |
|-----------------------------------|------------|
| Level of Need                     | 20         |
| Community Partnerships            | 15         |
| Community Engagement Requirements | 10         |
| Program Benefits                  | 55         |
| Organizational/Financial Health   | 25         |
| <b>Maximum Number of Points</b>   | <b>125</b> |

### Level of Need

Eligible Applicant provides services to and/or recruits a majority of its participants from High Need or Very High Need Study Areas. Refer to the 2016 Park Needs Assessment for a comprehensive list of High Need and Very High Need Study Areas.

Eligible Applicants may receive a maximum of 20 Points by meeting one or more of the sub-criteria below.

|  |                |
|--|----------------|
| (1) Eligible Applicant clearly identified whether or not the Existing Program is within or immediately adjacent to a High Need or Very High Need Study Areas.<br><input type="checkbox"/> Very High Need Study Area = 10 points;<br><input type="checkbox"/> High Need Study Area = 9 points;<br><input type="checkbox"/> Adjacent to High Need or Very High Need Study Area and will serve those areas = 8 points, etc. | 0-10<br>Points |
| (2) Eligible Applicant clearly described the enhancement/expansion of the Existing Program’s recruitment plan and how their organization will publicize the program to recruit participants in High Need or Very High Need Study Areas.  | 0-10<br>Points |

## Community Partnerships

Eligible Applicant has established local community partnerships with public agencies, school districts, universities, private industry, and other community-based organizations. These partnerships lead to inclusive recruitment, collaborative program development, and increased opportunities for program participants.

Eligible Applicant may receive a maximum of 15 Points by meeting one of the sub-criteria below. (Applicants will receive additional points for multiple established partnerships.)

|   |                 |
|---|-----------------|
| (3A) Eligible Applicant has established partnerships with one or more organizations that resulted in inclusive recruitment, collaborative program development, and increased opportunities for past and Existing Program participants.              | 11-15<br>Points |
| (3B) Eligible Applicant will establish productive partnerships with one or more organizations that will result in inclusive recruitment, collaborative program development, and increased opportunities for past and Existing Program participants. | 0-10<br>Points  |

## Community Engagement Requirements

Eligible Applicant will receive points based on the quality of past and/or new Community Engagement requirements.

Points will be awarded based on the evaluators' assessment of the submitted community involvement documentation and/or community involvement plan describing new community involvement. All new community involvement will be tracked as part of the grant administration process.

Eligible Applicant may receive a maximum of 10 Points by meeting one or more of the sub-criteria below.

|   |               |
|---|---------------|
| (4) Eligible Applicant clearly described how their organization will engage the community for the enhancement/expansion of the Existing Program, to ensure that the program meets the community's needs. Community input received during the engagement process is reflected or will be reflected in the program and its components.                      | 0-4<br>Points |
| (5) Eligible Applicant clearly described how their organization actively sought and/or will seek to remove barriers to accessing the enhancement/expansion of the Existing Program, such as scheduling meetings/events in the evenings and/or weekends and providing transportation. Eligible Applicants removing more barriers will receive more points. | 0-2<br>Points |
| (6) Eligible Applicant clearly described how their organization established or leveraged community partnerships with local community-based organizations, citizen advisory groups, and/or school districts to gain support for the enhancement/expansion of the Existing Program.   | 0-2<br>Points |
| (7) Eligible Applicant clearly described how their organization will provide language access services for the enhancement/expansion of the Existing Program.  | 0-2<br>Points |

**Program Benefits**

Eligible Applicant has described how enhancing their current programs will improve accessibility, connectivity, and safety, and provide opportunities for education, interpretive services, and active recreation.

Eligible Applicant may receive a maximum of 55 points by meeting one or more of the sub criteria below.

|  |                |
|--|----------------|
| (8) Eligible Applicant clearly described and summarized the enhancement/expansion of the Existing Program. List the program deliverables, outcome-oriented goals, and objectives. Described the performance measures to track progress towards objectives and a reporting system to present the analysis of the performance measures against the deliverable and tasks. Described how the enhanced program will increase public access for residents living in High Need or Very High Need Study Areas to public lands, park facilities, park amenities, and recreational opportunities. | 0-25<br>Points |
| (9) Eligible Applicant clearly described how the enhancement/expansion of the Existing Program will accommodate and/or provide services for the diverse needs of the participants. (Example, ADA accommodations, translations services, etc.) Additional points will be awarded for programs that target its services to High Need or Very High Need Area(s).  | 0-10<br>Points |
| (10) Eligible Applicant clearly described how the enhancement/expansion of their Existing Program will or can incorporate elements that provide interpretation and education to foster user connection and awareness of the environment, environmental stewardship, the outdoors, and/or recreation, such as programs that educate the public about the Existing Program location and natural and cultural history.  | 0-10<br>Points |
| (11) Eligible Applicant described how the enhancement/expansion of their Existing Program will or can include elements that promote the ability of users to travel to and from the program location by active forms of transportation such as walking, biking, skateboarding, utilizing the Metro or City transportation system, etc. (Examples include Safe Routes to School programs, safety education, and other programs that promote walking and biking.)   | 0-10<br>Points |

**Organizational/Financial Health**

Eligible Applicant described the overall financial condition of their organization, future funding, if any, and the fiscal capacity of the organization to carry out the new program on a reimbursement-basis only. The Eligible Applicant has also demonstrated their ability to ensure the necessary financial resources are available to complete the new program.

Eligible Applicant may receive a maximum of 25 Points by meeting one or more of the sub criteria below.

|  |                |
|--|----------------|
| (12) Eligible Applicant clearly described the organization’s fiscal capacity to carry out the enhancement/expansion of the Existing Program on a reimbursement-only basis and their ability to ensure that the necessary financial resources will be available to complete the Existing Program. | 0-10<br>Points |
|--|----------------|

|   |             |
|---|-------------|
| (Financial Statement or Comprehensive Annual Financial Report was submitted)  |             |
| (13) Applicant clearly described the organization’s future funding by addressing how and if the Existing Program will continue beyond the three-year grant period.              | 0-10 Points |
| (14) Applicant clearly described how the funding for the enhancement/expansion of the Existing Program will be tracked, recorded, and kept separate from other funding sources. | 0-5 Points  |

## Recreational Access Competitive Grant Program Guidelines for Metro Funding

### PROGRAM DESCRIPTION

The Metro Board of Directors adopted the [Transit to Parks Strategic Plan](#) (Strategic Plan) in June 2019. The Strategic Plan presents a systematic vision for increasing access to parks and open space countywide. The goal of the Strategic Plan is to find targeted, holistic ways to increase access to parks and open spaces, especially for communities most in need of such access. Improving access to parks and open spaces by filling in the gaps in the regional transportation network requires collaboration at all levels of government. As such, the Metro Board of Directors directed actions to implement several key items related to the Strategic Plan, including collaborating with the Regional Park and Open Space District (RPOSD) by contributing \$1 million in funding for the Recreation Access Competitive Grant Program.

The overarching goals of Metro’s funding for the Recreation Access Competitive Grant Program include the following:

- Advance key Metro policies, especially the Transit to Parks Strategic Plan and the [Equity Platform](#).
- Provide connections to High Need quality parks and open spaces, especially for communities that lack access.
- Serve as a catalyst to advance Transit to Parks projects and initiatives across Los Angeles County.
- Encourage innovative partnerships, supportive programming, and advance models for Transit to Parks connections.

### AVAILABLE FUNDING

Metro intends to program funds up to \$1 million.

### PROGRAM AWARD SIZE

Min: \$300,000

Max: \$1,000,000



Metro intends to fund a maximum of 3 awards.

## ELIGIBLE ACTIVITIES

New projects must:

- Directly connect a “Community of Interest” identified in the Transit to Parks Strategic Plan (page 28) to a High Need-quality park facility.
- Fund an access solution type as defined in the Transit to Parks Strategic Plan (page 59): Circulator, Community Park Express, Schedule Enhancement, Rail Connector, or on Demand Solution.
- Include Performance Monitoring as described in the Transit to Parks Strategic Plan (page 74): develop a baseline, collect data throughout operation, summarize performance.
- Conduct community engagement and a market research\* study or demonstrate that community engagement and market research have already been completed. For more information regarding market research expectations, please refer to the Transit to Parks Strategic Plan (page 78).

*(\*Market research is separate and apart from community engagement activities. Market research includes the following: front loading research to identify customer needs and wants that help shape the service design and features; defining a target market segment to give the service the best chance to succeed; understanding the positioning and messaging that drives awareness, interest, and ridership within a target segment; and the feedback loops to help optimize the service experience and grow ridership.)*

Applications should consider supporting activities and/or infrastructure from the Transit to Parks Strategic Plan (page 75). Applications that demonstrate a thoughtful, multi-faceted project utilizing multiple strategies and programming from the Transit to Parks Strategic Plan will receive more in evaluation.

## FUNDING LIMITATIONS

Metro intends to fund access solution types as defined in the Transit to Parks Strategic Plan (page 59). Metro may select applications for award that include supportive project elements and/or infrastructure (e.g., bus shelters, wayfinding signage, programming, etc.) that strengthen the access solution type. Through this program, Metro will not fund vehicle acquisition. Additionally, Eligible Applicants shall not use more than five percent (5%) of the Metro funds for right-of-way acquisition, utility relocation or landscaping elements. Project management/administration expenses shall be capped at a maximum of ten percent (10%) of the total project cost.

## APPLICATION SUBMISSION RULES

1. There is no maximum number of application submissions per eligible applicant for this program.
2. Incomplete application submissions will not be considered. Provide a response to every question. A response for each question must be provided.
3. Applications will not be accepted after the deadline of September 29, 2022 at 10:00 a.m.
4. Any questions regarding the grant program must be submitted by August 15, 2022 on or before 5:00 p.m.

## APPLICATION FILING PERIOD

Application Filing Period Opens: June 20, 2022.



Application Period Closes: September 29, 2022 at 10:00 a.m.

## GRANTS MANAGEMENT SYSTEM REGISTRATION AND ELIGIBILITY

Eligible Applicants are required to complete an online registration process prior to applying for a grant program opportunity. Applicant registration information must be entered and submitted to GMS(<http://grantfunding.rposd.lacounty.gov>). Eligible Applicants requiring assistance with the registration process are encouraged to contact RPOSD for assistance. Specific registration requirements for each agency type are listed below. This step can be skipped if your agency has already completed registration in GMS.

## ELIGIBLE APPLICANTS

**Local/Municipal Transit Agencies:** Any governmental agency, special district, or joint powers authority (JPA) that is authorized to administer and manage transit activities and services.

**Public Park Authorities:** Any governmental agency, special district, or joint powers authority (JPA) that is authorized to acquire, develop, improve, restore, and manage public lands, parks, and park facilities.

## QUESTIONS FROM ELIGIBLE APPLICANTS

1. Questions on the grant program are to be e-mailed to Chris Moorman at [MoormanC@metro.net](mailto:MoormanC@metro.net)
2. Questions can also be submitted during the online workshops in the chat box.

Metro, in collaboration with RPOSD, will publish a Frequently Asked Questions document to the RPOSD's website.

## LOCAL MATCH

The maximum Metro share of project costs is ninety percent (90%). The applicant will provide a local share of at least ten percent (10%) percent of the project costs and must document the source of the Local Match in the grant application. The ten percent (10%) Local Match can be cash and/or "in-kind." Eligible "in-kind" Local Match contributions include staff time related to project management/administration expenses. "In-kind" Local Match contributions must be properly documented and may be audited upon project completion.

Eligibility and related record-keeping methods are similar to those contained in administrative requirements for federal grants (or the *Common Rule*). Donations or third-party contributions of staff time, services, land, building space, supplies or equipment must be documented and verifiable from the local jurisdiction's records. Examples of documentation include financial reports of budgeted project expenditures and time sheet reports summarizing staff time spent on a project. For further examples of "in-kind" contributions and record-keeping methods, please refer to the *Common Rule* for federal grant guidelines (also known as 2 CFR Part 225) and the Federal Acquisition Regulations (FAR) for Federal Grant guidelines.

## COVID-19 REQUIREMENTS

Eligible Applicants must consider all relevant federal, state, and local guidelines and protocols related to COVID-19 in their proposals, including, but not limited to, physical distancing requirements and mask mandates. Proposals must also consider alternative scenarios should federal, state, and local guidelines and protocols related to COVID-19 change before funds are expended.



## COMMUNITY-BASED ORGANIZATION PARTNERSHIP

All Eligible Applicants are required to identify and partner with a community-based organization (CBO) as part of the project development process. Eligible Applicants are encouraged to identify a CBO partner(s) before they apply for funding, however this is not required, and partnership arrangements may be committed/finalized after proposals selected for funding.

A CBO is an organization\* with a mission to improve the environmental, economic, social, cultural, and/or quality of life conditions of a common community of interest.

*(\*The term “organization” should be broadly interpreted and can encompass groups with formal legal status and unregistered groups such as block clubs, or other groups that may not have a legal designation yet are still organized to work on collective efforts to benefit their community.)*

The CBO(s) must be formally integrated into the project team, with documentation of roles and processes among the CBO(s) and the project team. The exact role a CBO(s) could take varies on a case-by-case basis, some examples include the following: advise on overall project development, outreach planning and communications assistance, outreach staffing, leading programmatic elements, etc.

### Other Requirements

Successful Eligible Applicants will be required to enter into a funding agreement with Metro that may include requirements not outlined in this application.

## APPLICATION QUESTIONS

### General

- A. Applicant Name and Title:
- B. Applicant Email Address:
- C. Applicant Phone Number:
- D. Applicant Agency/Organization Name:
- E. Select your eligible applicant type:
  - Local or Municipal Transit Agency
  - Public Park Authority
- F. Co-applicant Name and Title:
- G. Co-applicant Email Address:
- H. Co-applicant Phone Number:
- I. Co-applicant Agency/Organization Name:

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J. Select your eligible co-applicant type:

- Local or Municipal Transit Agency
- Public Park Authority
- Community-Based Organization

K. Project Name: (100 Character Limit)

L. Grant Award Funding Request: (100 Character Limit)

*Enter amount (Minimum \$300,000 / Maximum \$1,000,000)*

M. List the Community(ies) of Interest this proposal serves (refer to page 28 in the Metro Transit to Parks Strategic Plan for a complete list of communities). (100 Character Limit)

N. List the name(s) and location(s) of the park facility(ies) this proposal serves. (300 Character Limit)

O. Select the Access Solution Type your proposal intends to fund (refer to pages 59-65 in the Metro Transit to Parks Strategic Plan for a description of the Access Solution Types):

- Circulator
- Community Park Express
- Schedule Enhancement
- Rail Connector
- On Demand Solution
- Other (please specify)

Other:

### Project Elements

1. Describe the scope of the project for which you are seeking funding. Include operational considerations, vehicles to be used (if applicable), and infrastructure to be developed or deployed. (1500 Character Limit)

*Provide a narrative of the overarching goals, measurable objectives, and the purpose of this project. Operational considerations include staging locations, provider, frequency, etc. Examples of infrastructure (if applicable) to be developed or deployed include new or improved pathways, signage, bus/shuttle stops, etc.*

2. Is the park or open space defined as a Park of Interest in the Metro Transit to Parks Strategic Plan (refer to pages 34-37 in the Metro Transit to Parks Strategic Plan for a complete list of parks)?

- Yes
- No

*(If answer to Question 12 is no) Describe how the park(s) or open space(s) are considered Very High Need or High Need-quality. (1500 Character Limit)*

*Provide details about the park size, amenities, conditions, pressure (number of residents served), trails, cooling amenities, provides access to the beach or mountains, features cultural institutions, etc.*



3. Discuss any local or regional plans in which the project is included, project history, community engagement that has already occurred, and other relevant background information related to this proposal. (1500 Character Limit)

### Project Outcomes

4. How will this proposal improve community health, environmental, and social outcomes for a Community(ies) of Interest? (1500 Character Limit)
5. How will this proposal improve access and connectivity to parks, open spaces, and/or recreational facilities? (1500 Character Limit)

### Supportive Programs & Initiatives

6. Discuss how your proposal considers and incorporates “Supportive Programs and Initiatives” as identified in the Metro Transit to Parks Strategic Plan. If your project location has existing “Supportive Programs & Initiatives”, describe the specific elements and their current conditions. Proposals should address the strategy categories, if applicable, as follows: (3000 Character Limit)

A) “Help People Find Their Way”

*Does your proposal include First/Last Mile Pathways and/or wayfinding signage strategies where needed? Would users benefit from maps or other materials help to make transit connections? What communication strategies are considered for your project/program and how will they be funded?*

B) “Make it Easier”

*Describe how transportation service or infrastructure will be user friendly, considering schedules, pick-up and drop-off, vehicles, and walk/bike connections.*

C) “Make it Fun”

*Does your proposal include educational or interpretive programming and how is programming integrated with the transportation project/program?*

D) “Make it Last”

*Discuss how your project/program will be sustained, including financially sustained, beyond the grant period. Does your project consider/incorporate transportation demand management at park sites? Describe any program evaluation elements.*

### Innovative Partnerships & Roles

7. Identify the CBO(s) that will be an active partner(s) in this proposal. Describe their role(s) and responsibilities in the project development process. (1000 Character Limit)

*If you have not identified a CBO partner at the time of application, discuss your plan for engaging with CBOs and describe their potential roles and responsibilities.*



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8. Identify other agencies, organizations, and/or property owners that will be active partners in this proposal. Describe their role(s) and responsibilities in the project development process. (1000 Character Limit)

*If you have not identified other relevant partners at the time of application, discuss your plan for engaging with these entities and describe their potential roles and responsibilities.*

### **Community Engagement & Market Research**

9. Discuss your community engagement plan. (1500 Character Limit)
- *Discuss the audiences you are planning to engage with throughout the community engagement process and how those audiences will be identified.*
  - *Describe the engagement events or activities for this project.*
  - *Describe the materials and techniques that will be utilized to reach community members.*
  - *Indicate how you will reach people who have been hard to reach with traditional outreach methods.*
  - *Describe which local stakeholders will be impacted by the project and how they will be engaged directly in the project.*

10. Discuss how your proposal considers and incorporates “Market Research” as described below. (1500 Character Limit)

*Conducting market research includes front loading research to identify customer needs and wants that help shape the service design and features; going deeper to define a target market segment that gives your project the best chance to succeed; understanding the positioning and messaging that drives awareness, interest, and ridership within a target segment; and the feedback loops that help optimize the service experience so ridership can continue to grow.*

### **Budget & Funding Strategy**

11. Upload a table or spreadsheet with a line-item budget for both the project and the amount requested in this proposal.

*Provide details related to project phase, tasks, fiscal year, funding sources (general funds, grant funds, or in-kind resources), unit costs, unit type, quantities, total costs, etc. Feel free to use the budget template, linked [here](#).*

12. Provide an explanation of what costs are included in the budget and how those cost estimates were determined. (1500 Character Limit)

*Be prepared to provide a description clarifying costs for administrative overhead and any other budget line-items that require more details. Provide details on the methodology used to determine cost estimates.*

13. Provide a description of all funding sources for this proposal, including identification of a local funding match of at least ten percent (10%) of total project costs. (1500 Character Limit)

*Identify the type of funding source (general funds, grant funds, or in-kind resources), the status of any grant funding (applied, awarded, denied, etc.), and the amount of funding secured or anticipated from each funding source.*



**Performance Monitoring & Cost Effectiveness**

14. Discuss how your proposal considers and incorporates “Performance Monitoring” as described in the Metro Transit to Parks Strategic Plan (refer to page 74). (1000 Character Limit)

15. Describe how you will measure cost effectiveness. (1000 Character Limit)

*Number of riders served, number of destinations served, etc.*

**PROPOSAL EVALUATION**

**ELIGIBILITY SCREENING**

1. Is the lead applicant a public park authority or local/municipal transit agency? (Y/N)
2. Does this proposal fund an Access Solution Type from the Transit to Parks Strategic Plan? (Y/N)
3. Does this proposal connect to a Community(ies) of Interest? (Y/N)
4. Does the applicant identify a funding source for the local match? (Y/N)
5. Does the applicant commit to providing a local match of at least ten percent (10%) of total project costs? (Y/N)
6. Is a written commitment to partner or intent to partner with a community-based organization included? (Y/N)

**EVALUATION CRITERIA**

Each evaluation criterion is described below along with a breakdown of by sub-criteria (where applicable):

| Evaluation Criteria                         | Max        |
|---|------------|
| Project Elements                            | 20         |
| Project Outcomes                            | 20         |
| Supportive Programs & Initiatives           | 20         |
| Innovative Partnerships                     | 10         |
| Community Engagement & Market Research      | 10         |
| Budget & Funding Strategy                   | 10         |
| Performance Monitoring & Cost Effectiveness | 10         |
| <b>TOTAL</b>                                | <b>100</b> |

| Project Elements (See Application Questions 1, 2, 3)  |        |
|---|--------|
| Project Elements is evaluated along three dimensions: Project Scope (up to 10), “Park of Interest” / Park Facility Description (up to 5), and Background Information (up to 5). | 20 MAX |
| A) Project Scope  | 0-10   |
| B) “Park of Interest” / Park Facility Description   | 0-5    |
| C) Background Information   | 0-5    |

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| <b>Project Outcomes (See Application Questions 4, 5)</b>   |        |
|--|--------|
| Project Outcomes is evaluated along two dimensions: Community Health, Environmental, and Social Outcomes (up to 10) and Park Access and Connectivity (up to 10). | 20 MAX |
| A) Community Health, Environmental, and Social Outcomes  | 0-10   |
| B) Park Access and Connectivity  | 0-10   |

| <b>Supportive Programs &amp; Initiatives (See Application Question 6)</b>  |        |
|--|--------|
| Supportive Programs & Initiatives is evaluated along one dimension: “Help People Find Their Way”, “Make it Easier”, “Make it Fun”, and “Make it Last” (up to 20 ). | 20 MAX |
| A) “Help People Find Their Way”  | 0-20   |
| B) “Make it Easier”  |        |
| C) “Make it Fun”   |        |
| D) “Make it Last”  |        |

| <b>Innovative Partnerships (See Application Questions 7, 8)</b>  |        |
|--|--------|
| Innovative Partnerships is evaluated along two dimensions: the Community-Based Organization Partnership (up to 5) and Other Innovative Partnerships (up to 5). | 10 MAX |
| A) Community-Based Organization Partnership  | 0-5    |
| B) Other Innovative Partnerships   | 0-5    |

| <b>Community Engagement &amp; Market Research (See Application Questions 9, 10)</b>  |        |
|--|--------|
| Community Engagement & Market Research is evaluated along two dimensions: Community Engagement (up to 5) and Market Research (up to 5 ). | 10 MAX |
| A) Community Engagement  | 0-5    |
| B) Market Research   | 0-5    |

| <b>Budget &amp; Funding Strategy (See Application Questions 11, 12, 13)</b>                       |        |
|---|--------|
| Budget & Funding Strategy is evaluated along one dimension: Budget & Funding Strategy (up to 10). | 10 MAX |
| A) Budget & Funding Strategy  | 0-10   |

| <b>Performance Monitoring &amp; Cost Effectiveness (See Application Questions 14, 15)</b>  |        |
|--|--------|
| Performance Monitoring & Cost Effectiveness is evaluated along two dimensions: Performance Monitoring (up to 5) and Cost Effectiveness (up to 5 ). | 10 MAX |
| A) Performance Monitoring  | 0-5    |
| B) Cost Effectiveness  | 0-5    |

## Definitions

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**Community Engagement Plan**- All Measure A grant programs require community outreach and engagement. A Community Engagement Plan must be submitted with each application. The Community Engagement Plan must provide the following information: dates, frequency, and outreach methods used or planned to be used; dates of all engagement (planned or completed); scope of planned and/or conducted engagement activities; language access verification and supporting documentation. This plan may need to be updated over the course of the grant.

**Contingency**- An incidental expense.

**Eligible Costs**- Actual expenditures incurred by the grantee that are necessary and reasonable to the accomplishment of the work.

**Existing Program**- A currently funded and operating program.

**Grant Administration Manual** –The document that details the policies and procedures for administering grants awarded by RPOSD. It shall also include any subsequent amendments or changes issued by RPOSD.

**Grant Management System (GMS)**-The electronic database and software that maintains and processes all RPOSD grants and programs.

**Grant Performance Period** – The period of time the Grant Agreement is in effect. Length of Grant Performance is determined by the timeline provided by the grantee and included in the grant agreement.

**High Need or Very High Need** – Areas designated as such in the 2016 Los Angeles Countywide Comprehensive Parks & Recreation Needs Assessment.

**Joint Powers Authority (JPA)** – A legally created entity that allows two or more government agencies to jointly exercise common powers.

**Los Angeles Countywide Comprehensive Parks & Recreation Needs Assessment (PNA)**- The 2016 Los Angeles Countywide Comprehensive Park and Recreation Needs Assessment Final Report and any supplementary material adopted. Future updates to the PNA, when coupled with the Regional Recreation, Beaches, Rural Areas and Open Space Assessment, shall be referred to as the Unified Countywide Comprehensive Parks Needs Assessment (UPNA).

**New Program**- A program that has not existed within the past two years.

**Nonprofit Organization** - Any charitable organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

**Study Area**– 188 regions defined in the Los Angeles Countywide Comprehensive Parks and Recreation Needs Assessment of 2016.

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# Language Access Requirements

When conducting community outreach and engagements, cultural and language sensitivities must be considered to encourage participation from groups that typically face barriers and are less likely to participate in public process collaborations.

To ensure truly inclusive practices, all outreach and engagement conducted for Measure A-funded projects must adhere to the language access requirements described in the table below.

The table below identifies the required levels of translation and interpretation services required based on the percentage of linguistically isolated populations speaking a given language within a given Study Area.

| Tier   | Definition  | Requirement  |
|--------|---|--|
| Tier 1 | 15% or more of the population is linguistically isolated for any given language | Workshops and any in-person meetings must provide consecutive or simultaneous interpretation services. In addition, all written materials must be translated, including outreach materials, signage, agendas, and all other printed meeting materials.             |
| Tier 2 | 5–14.9% of the population is linguistically isolated for any given language     | Key written materials must be translated, including all printed meeting materials and at least one form of outreach. Workshops and any in-person meetings must provide consecutive or simultaneous interpretation services only if a specific request is received. |
| Tier 3 | 1–4.9% of the population is linguistically isolated for any given language      | It is recommended (but not required) that outreach materials and printed meeting materials be translated.  |

Linguistically isolated populations are those that speak English "less than very well," as reported in the U.S. Census 2015 American Community Survey (ACS) Table B16001 "Language Spoken at Home by Ability to Speak English for the Population 5 Years and Over."

Refer to the table on the following pages to determine which languages are spoken by linguistically isolated populations in your Study Area(s), and which requirements apply.

**Measure A Language Access Requirements:  
Isolated Languages by Study Area and Tier**

**ATTACHMENT C**

| ID  | Study Area Name                                       | TIER 1:<br>Language(s) with<br>Isolation of<br>15% or greater | TIER 2:<br>Language(s) with<br>Isolation of<br>5 to 14.99% | TIER 3:<br>Langage(s) with<br>Isolation of<br>1 - 4.99%            |
|-----|---|---|--|--|
| 81  | City of Agoura Hills                                  |   |  | Spanish  |
| 82  | City of Alhambra                                      | Chinese   | Spanish  | Vietnamese   |
| 166 | City of Arcadia                                       | Chinese   |  | Spanish; Korean  |
| 40  | City of Artesia                                       |   | Spanish  | Portuguese; Gujarati;<br>Hindi; Indic; Chinese;<br>Korean; Tagalog |
| 53  | City of Avalon / Unincorporated Channel Islands North | Spanish   |  |  |
| 175 | City of Azusa   | Spanish   |  |  |
| 54  | City of Baldwin Park                                  | Spanish   | Chinese  | Vietnamese; Tagalog  |
| 71  | City of Bell  | Spanish   |  |  |
| 114 | City of Bell Gardens                                  | Spanish   |  |  |
| 100 | City of Bellflower                                    | Spanish   |  | Tagalog  |
| 167 | City of Beverly Hills                                 |   | Persian  | Spanish; Korean;<br>Hebrew   |
| 7   | City of Bradbury / Unincorporated Bradbury            |   | Chinese  | Spanish  |
| 176 | City of Burbank                                       |   | Spanish; Armenian  |  |
| 101 | City of Calabasas                                     |   |  | Persian  |
| 161 | City of Carson  |   | Spanish; Tagalog   |  |
| 184 | City of Cerritos / Unincorporated Cerritos            |   | Chinese; Korean  | Spanish; Tagalog   |
| 171 | City of Claremont / Unincorporated Claremont          |   |  | Spanish; Chinese   |
| 55  | City of Commerce                                      | Spanish   |  |  |
| 142 | City of Compton                                       | Spanish   |  |  |
| 93  | City of Covina  |   | Spanish  | Chinese; Tagalog   |
| 56  | City of Cudahy  | Spanish   |  |  |
| 172 | City of Culver City                                   |   |  | Spanish  |
| 157 | City of Diamond Bar                                   |   | Chinese; Korean  | Spanish; Tagalog   |
| 162 | City of Downey  | Spanish   |  |  |
| 143 | City of Duarte  |   | Spanish  | Chinese; Tagalog   |
| 115 | City of El Monte                                      | Spanish   | Chinese; Vietnamese  |  |
| 158 | City of El Segundo                                    |   |  | Spanish  |
| 102 | City of Gardena                                       |   | Spanish  | Japanese; Korean;<br>Vietnamese                                    |

**Measure A Language Access Requirements:  
Isolated Languages by Study Area and Tier**

**ATTACHMENT C**

| ID  | Study Area Name   | TIER 1:<br>Language(s) with<br>Isolation of<br>15% or greater | TIER 2:<br>Language(s) with<br>Isolation of<br>5 to 14.99% | TIER 3:<br>Language(s) with<br>Isolation of<br>1 - 4.99% |
|-----|---|---|--|--|
| 180 | City of Glendale - Northside  | Armenian  |  | Spanish; Korean  |
| 168 | City of Glendale - Southside  | Armenian  | Spanish  | Russian; Korean;<br>Tagalog                              |
| 144 | City of Glendora / Unincorporated Glendora  |   |  | Spanish  |
| 41  | City of Hawaiian Gardens  | Spanish   |  |  |
| 145 | City of Hawthorne   | Spanish   |  |  |
| 128 | City of Hermosa Beach   |   |  |  |
| 1   | City of Hidden Hills  |   |  | Chinese  |
| 72  | City of Huntington Park   | Spanish   |  |  |
| 25  | City of Industry  | Spanish   | Chinese  | Korean; Vietnamese;<br>Tagalog                           |
| 116 | City of Inglewood   | Spanish   |  |  |
| 57  | City of Irwindale   | Spanish   |  |  |
| 117 | City of LA Arleta - Pacoima   | Spanish   |  |  |
| 83  | City of LA Baldwin Hills - Leimert - Hyde Park  |   | Spanish  |  |
| 26  | City of LA Bel Air - Beverly Crest/ Unincorporated Hollywood Hills  |   |  | Spanish; Persian   |
| 135 | City of LA Boyle Heights  | Spanish   |  |  |
| 129 | City of LA Brentwood - Pacific Palisades  |   |  | Persian  |
| 66  | City of La Canada Flintridge  |   | Korean   | Armenian; Chinese  |
| 58  | City of LA Canoga Park - Winnetka   | Spanish   |  | Persian; Vietnamese;<br>Tagalog                          |
| 118 | City of LA Central City   |   | Spanish; Korean  | Chinese; Japanese  |
| 59  | City of LA Central City North   | Chinese   | Spanish  | Korean; Cambodian;<br>Vietnamese                         |
| 152 | City of LA Chatsworth-Porter Rnch / Unin. Chatsworth/ Unin. Northridge/ Unin. Canoga Pk/ Unin. Porter Rnch Oat Mountain |   | Spanish  | Persian; Korean;<br>Vietnamese                           |
| 136 | City of LA Encino - Tarzana   |   | Persian  | Spanish; Russian;<br>Hebrew                              |
| 164 | City of LA Exposition Park - University Park - Vermont Square   | Spanish   |  | Chinese; Korean  |
| 73  | City of LA Granada Hills - Knollwood  |   | Spanish  | Armenian; Korean;<br>Tagalog                             |
| 42  | City of La Habra Heights  |   |  | Spanish; Chinese   |
| 43  | City of LA Harbor Gateway   | Spanish   |  | Japanese; Korean;<br>Vietnamese; Tagalog                 |
| 103 | City of LA Hollywood - North  |   | Spanish  | Russian; Armenian  |
| 104 | City of LA Hollywood - South  | Spanish   |  | Russian; Armenian;<br>Tagalog                            |
| 137 | City of La Mirada   |   | Spanish  | Korean; Tagalog  |

**Measure A Language Access Requirements:  
Isolated Languages by Study Area and Tier**

**ATTACHMENT C**

| ID  | Study Area Name   | TIER 1:<br>Language(s) with<br>Isolation of<br>15% or greater | TIER 2:<br>Language(s) with<br>Isolation of<br>5 to 14.99% | TIER 3:<br>Language(s) with<br>Isolation of<br>1 - 4.99% |
|-----|---|---|--|--|
| 130 | City of LA Mission Hills - Panorama City - North Hills  | Spanish   |  | Armenian; Tagalog  |
| 94  | City of LA North Hollywood - Valley Village   | Spanish   |  | Russian; Armenian  |
| 183 | City of LA Northeast Los Angeles - North  | Spanish   |  | Chinese; Tagalog   |
| 177 | City of LA Northeast Los Angeles - South  | Spanish   | Chinese  |  |
| 60  | City of LA Northridge   |   | Spanish  | Chinese; Korean  |
| 105 | City of LA Palms - Mar Vista - Del Rey  |   | Spanish  | Chinese  |
| 27  | City of La Puente   | Spanish   |  | Chinese; Tagalog   |
| 95  | City of LA Reseda - West Van Nuys   | Spanish   |  | Armenian; Persian;<br>Vietnamese; Tagalog                |
| 185 | City of LA San Pedro / City of LA Port of Los Angeles /<br>Unincorporated La Rambla           |   | Spanish  |  |
| 84  | City of LA Sherman Oaks - Studio City - Toluca Lake - Cahuenga<br>Pass / Unin. Universal City |   |  | Spanish; Russian   |
| 138 | City of LA Silver Lake - Echo Park - Elysian Valley   | Spanish   |  | Chinese; Tagalog   |
| 119 | City of LA South Los Angeles  | Spanish   |  |  |
| 163 | City of LA Southeast Los Angeles  | Spanish   |  |  |
| 169 | City of LA Southeast Los Angeles - North  | Spanish   |  |  |
| 120 | City of LA Sun Valley - La Tuna Canyon  | Spanish   |  | Armenian; Tagalog  |
| 139 | City of LA Sunland - Tujunga - Lake View Terrace - Shadow Hills                               |   | Spanish; Armenian  | Korean   |
| 96  | City of LA Sylmar   | Spanish   |  |  |
| 61  | City of LA Valley Glen - North Sherman Oaks   | Spanish   |  | Russian; Armenian  |
| 44  | City of LA Van Nuys - North Sherman Oaks  | Spanish   |  | Armenian   |
| 106 | City of LA Venice   |   |  | Spanish  |
| 159 | City of La Verne / Unincorporated La Verne/ Unincorporated<br>Claremont                       |   |  | Spanish; Chinese   |
| 107 | City of LA West Adams   | Spanish   |  | Korean   |
| 146 | City of LA West Hills - Woodland Hills / Unin.Canoga Park - West<br>Hills                     |   |  | Spanish; Persian   |
| 85  | City of LA West Los Angeles   |   |  | Spanish; Persian;<br>Chinese                             |
| 67  | City of LA Westchester - Playa del Rey / City of LA Los Angeles<br>International Airport      |   |  | Spanish  |
| 147 | City of LA Westlake   | Spanish   | Korean   | Tagalog  |
| 45  | City of LA Westwood / Unincorporated Sawtelle VA Center                                       |   |  | Persian; Chinese;<br>Korean                              |
| 121 | City of LA Wilmington - Harbor City / City of LA Port of Los<br>Angeles                       | Spanish   |  | Korean   |
| 68  | City of LA Wilshire - Koreatown   | Spanish; Korean   |  | Tagalog  |

**Measure A Language Access Requirements:  
Isolated Languages by Study Area and Tier**

**ATTACHMENT C**

| ID  | Study Area Name  | TIER 1:<br>Language(s) with<br>Isolation of<br>15% or greater | TIER 2:<br>Language(s) with<br>Isolation of<br>5 to 14.99% | TIER 3:<br>Language(s) with<br>Isolation of<br>1 - 4.99% |
|-----|--|---|--|--|
| 108 | City of LA Wilshire - West   |   | Spanish  | Persian; Korean  |
| 153 | City of Lakewood / Unincorporated Lakewood                         |   | Spanish  | Chinese; Korean;<br>Tagalog                              |
| 69  | City of Lancaster - Eastside                                       |   | Spanish  |  |
| 122 | City of Lancaster - Westside                                       |   | Spanish  |  |
| 74  | City of Lawndale   | Spanish   |  | Vietnamese   |
| 62  | City of Lomita   |   | Spanish  | Japanese; Korean;<br>Tagalog                             |
| 97  | City of Long Beach Central   |   | Spanish  | Tagalog  |
| 165 | City of Long Beach East / Unincorporated Long Beach                |   |  | Spanish  |
| 123 | City of Long Beach North   | Spanish   |  | Cambodian  |
| 188 | City of Long Beach South   |   | Spanish  | Cambodian  |
| 154 | City of Long Beach West  | Spanish   |  | Cambodian; Tagalog                                       |
| 109 | City of Lynwood/ Unincorporated Lynwood                            | Spanish   |  |  |
| 75  | City of Malibu   |   |  |  |
| 178 | City of Manhattan Beach  |   |  |  |
| 76  | City of Maywood  | Spanish   |  |  |
| 77  | City of Monrovia   |   | Spanish  | Chinese  |
| 131 | City of Montebello   | Spanish   |  | Armenian; Chinese  |
| 148 | City of Monterey Park  | Chinese   | Spanish  | Japanese; Vietnamese                                     |
| 149 | City of Norwalk  | Spanish   |  | Chinese; Korean;<br>Tagalog                              |
| 124 | City of Palmdale - Eastside / Unincorporated South Antelope Valley | Spanish   |  |  |
| 125 | City of Palmdale - Westside  |   | Spanish  |  |
| 46  | City of Palos Verdes Estates                                       |   |  | Spanish; Chinese;<br>Japanese                            |
| 140 | City of Paramount  | Spanish   |  |  |
| 132 | City of Pasadena - Eastside / Unincorporated Kinneloa Mesa         |   | Spanish  | Armenian; Chinese  |
| 173 | City of Pasadena - Westside  |   | Spanish  | Chinese  |
| 110 | City of Pico Rivera  | Spanish   |  |  |
| 155 | City of Pomona - Northside   | Spanish   |  |  |
| 150 | City of Pomona - Southside   | Spanish   |  | Chinese; Vietnamese                                      |
| 170 | City of Rancho Palos Verdes  |   |  | Spanish; Chinese;<br>Japanese; Korean                    |

**Measure A Language Access Requirements:  
Isolated Languages by Study Area and Tier**

**ATTACHMENT C**

| <b>ID</b> | <b>Study Area Name</b>  | <b>TIER 1:<br/>Language(s) with<br/>Isolation of<br/>15% or greater</b> | <b>TIER 2:<br/>Language(s) with<br/>Isolation of<br/>5 to 14.99%</b> | <b>TIER 3:<br/>Language(s) with<br/>Isolation of<br/>1 - 4.99%</b> |
|-----------|---|---|--|--|
| 186       | City of Redondo Beach   |   |  | Spanish  |
| 2         | City of Rolling Hills   |   |  | Spanish; Chinese;<br>Japanese; Korean                              |
| 86        | City of Rolling Hills Estates / Unincorporated Westfield                            |   |  | Spanish; Chinese;<br>Japanese; Korean                              |
| 98        | City of Rosemead  | Chinese   | Spanish; Vietnamese  |  |
| 156       | City of San Dimas / Unincorporated San Dimas  |   |  | Spanish; Chinese   |
| 87        | City of San Fernando  | Spanish   |  |  |
| 111       | City of San Gabriel   | Chinese   | Spanish  | Vietnamese   |
| 8         | City of San Marino  | Chinese   |  | Spanish  |
| 126       | City of Santa Fe Springs  | Spanish   |  | Korean   |
| 182       | City of Santa Monica  |   |  | Spanish; Chinese   |
| 112       | City of Sierra Madre  |   |  | Spanish; Chinese   |
| 141       | City of Signal Hill   |   | Spanish  | Cambodian; Tagalog   |
| 78        | City of South El Monte/ Unincorporated El Monte/<br>Unincorporated Whittier Narrows | Spanish   |  | Chinese; Vietnamese  |
| 88        | City of South Gate  | Spanish   |  |  |
| 89        | City of South Pasadena  |   |  | Spanish; Chinese;<br>Japanese; Korean                              |
| 28        | City of Temple City   | Chinese   |  | Spanish; Vietnamese  |
| 174       | City of Torrance - North  |   |  | Spanish; Chinese;<br>Japanese; Korean;                             |
| 181       | City of Torrance - South  |   |  | Spanish; Chinese;<br>Japanese; Korean                              |
| 3         | City of Vernon / Unincorporated Vernon  | Spanish   |  | Chinese  |
| 133       | City of Walnut  | Chinese   |  | Spanish; Korean;<br>Vietnamese; Tagalog                            |
| 160       | City of West Covina   |   | Spanish; Chinese   | Vietnamese; Tagalog  |
| 90        | City of West Hollywood  |   | Russian  | Spanish  |
| 79        | City of Westlake Village  |   |  |  |
| 187       | City of Whittier  |   | Spanish  |  |
| 179       | Santa Clarita - North   |   | Spanish  |  |
| 151       | Santa Clarita - South   |   | Spanish  |  |
| 9         | Unincorporated Acton/ Unincorporated South Antelope Valley                          |   | Spanish  |  |
| 10        | Unincorporated Agua Dulce-Angeles National Forest- Canyon<br>Country                |   |  | Spanish  |
| 47        | Unincorporated Altadena   |   | Spanish  | Armenian   |

**Measure A Language Access Requirements:  
Isolated Languages by Study Area and Tier**

**ATTACHMENT C**

| ID  | Study Area Name   | TIER 1:<br>Language(s) with<br>Isolation of<br>15% or greater | TIER 2:<br>Language(s) with<br>Isolation of<br>5 to 14.99% | TIER 3:<br>Langage(s) with<br>Isolation of<br>1 - 4.99% |
|-----|---|---|--|---|
| 29  | Unincorporated Angeles National Forest  |   | Spanish  |   |
| 127 | Unincorporated Azusa  | Spanish   |  | Chinese; Tagalog  |
| 50  | Unincorporated Bassett-West Puente Valley                                       | Spanish   |  | Chinese; Tagalog  |
| 91  | Unincorporated Castaic  |   | Spanish  |   |
| 11  | Unincorporated Charter Oak Islands  |   | Spanish  | Chinese   |
| 12  | Unincorporated Compton  |   | Spanish  |   |
| 5   | Unincorporated Covina Islands   | Spanish   |  | Chinese   |
| 4   | Unincorporated Covina-San Dimas   |   | Chinese  | Spanish; Gujarati                                       |
| 13  | Unincorporated Del Aire   | Spanish   |  | Arabic  |
| 70  | Unincorporated East Los Angeles - Northwest                                     | Spanish   |  |   |
| 30  | Unincorporated East Los Angeles - Southeast                                     | Spanish   |  |   |
| 31  | Unincorporated East Rancho Dominguez  | Spanish   |  |   |
| 32  | Unincorporated East San Gabriel/ Unincorporated Arcadia                         | Chinese   | Spanish  | Vietnamese  |
| 80  | Unincorporated Florence-Firestone   | Spanish   |  |   |
| 99  | Unincorporated Hacienda Heights-Whittier  |   | Spanish; Chinese   | Korean  |
| 34  | Unincorporated Hawthorne/ Unincorporated Alondra Park                           |   | Spanish; Vietnamese  | Chinese; Tagalog  |
| 14  | Unincorporated La Crescenta - Montrose  |   | Korean   | Spanish; Armenian                                       |
| 48  | Unincorporated Ladera Heights / View Park - Windsor Hills                       |   |  | Spanish   |
| 35  | Unincorporated Lake Los Angeles/ Unin. Pearblossom/ Unin. Liano/ Unin. Valyermo |   | Spanish  |   |
| 15  | Unincorporated Lennox   | Spanish   |  |   |
| 6   | Unincorporated Leona Valley/ Unin.Lake Hughes                                   |   |  |   |
| 36  | Unincorporated Littlerock   | Spanish   |  |   |
| 16  | Unincorporated Malibu   |   |  | Spanish   |
| 63  | Unincorporated Marina del Rey   |   |  | Chinese; Arabic   |
| 33  | Unincorporated Monrovia   |   | Spanish; Chinese   |   |
| 17  | Unincorporated Northeast Antelope Valley  |   | Spanish  |   |
| 18  | Unincorporated Northwest Antelope Valley  |   |  | Spanish   |
| 51  | Unincorporated Pellissier Village-Avocado Heights                               | Spanish   |  | Chinese; Vietnamese                                     |
| 19  | Unincorporated Quartz Hill-Lancaster  |   |  | Spanish   |

**Measure A Language Access Requirements:  
Isolated Languages by Study Area and Tier**

**ATTACHMENT C**

| <b>ID</b> | <b>Study Area Name</b>   | <b>TIER 1:<br/>Language(s) with<br/>Isolation of<br/>15% or greater</b> | <b>TIER 2:<br/>Language(s) with<br/>Isolation of<br/>5 to 14.99%</b> | <b>TIER 3:<br/>Langage(s) with<br/>Isolation of<br/>1 - 4.99%</b> |
|-----------|--|---|--|---|
| 92        | Unincorporated Rowland Heights                                       | Chinese   | Spanish  | Korean; Tagalog   |
| 20        | Unincorporated San Jose Hills  | Spanish   |  | Chinese   |
| 37        | Unincorporated San Pasqual/ Unincorporated East Pasadena             |   | Spanish; Chinese   | Tagalog   |
| 38        | Unincorporated Santa Monica Mountains/ Unincorporated Triunfo Canyon |   |  | Spanish; Korean   |
| 134       | Unincorporated South Whittier/ Unincorporated East La Mirada         | Spanish   |  |   |
| 49        | Unincorporated Stevenson/Newhall Ranch                               |   |  | Spanish; Korean   |
| 52        | Unincorporated Sunrise Village-South San Gabriel- Whittier Narrows   | Chinese   | Spanish; Vietnamese  | Korean; Tagalog   |
| 64        | Unincorporated Topanga Canyon / Topanga                              |   |  | Spanish; Chinese  |
| 39        | Unincorporated Valinda   | Spanish   |  | Chinese; Vietnamese;<br>Tagalog                                   |
| 21        | Unincorporated Walnut Park   | Spanish   |  |   |
| 22        | Unincorporated West Athens-Westmont                                  | Spanish   |  |   |
| 23        | Unincorporated West Carson   |   | Spanish  | Japanese; Korean;<br>Tagalog                                      |
| 24        | Unincorporated West Rancho Dominguez                                 | Spanish   |  |   |
| 65        | Unincorporated West Whittier - Los Nietos                            | Spanish   |  |   |
| 113       | Unincorporated Willowbrook   | Spanish   |  |   |



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LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT



626.588.5060 • [info@RPOSD.lacounty.gov](mailto:info@RPOSD.lacounty.gov) • [RPOSD.LACounty.gov](http://RPOSD.LACounty.gov)



# Award Recommendations for Recreation Access Competitive Grant Program

PLANNING & PROGRAMMING COMMITTEE

LEGISTAR 2022-0849

MARCH 15, 2023



Metro

# Recommended Action

## CONSIDER:

- A. APPROVING project selection and programming of \$1,000,000 for the Recreation Access Competitive Grant Program.
- B. AUTHORIZING the Chief Executive Officer (CEO) or her designee to negotiate and execute all necessary agreements for approved projects.
- C. AUTHORIZING the CEO or her designee to adjust programming amounts including, but not limited to, soliciting additional project applications, shifting funding amounts between the awarded projects, and/or increasing award amounts should additional funding become available.

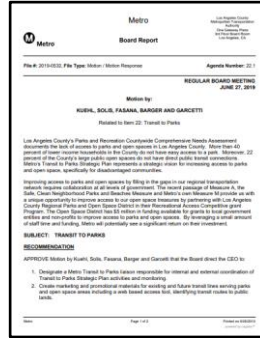
# Background



June 2019

Metro Board adopts the Transit to Parks Strategic Plan:

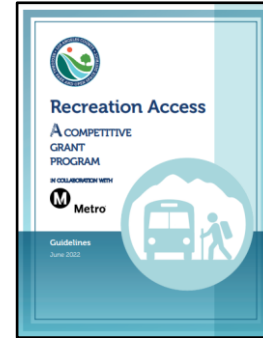
*“Systematic vision for increasing access to parks and open space countywide”*



June 2019 (cont'd)

Metro Board directs staff to do 9 actions (Motion 22.1), including:

*“Collaborate with the Los Angeles County [Regional Park and] Open Space District by contributing \$1 million in funding to create a grant program for cities and non-profits to fund transit to parks programs and initiatives”*



June 2022

County RPOSD, in partnership with Metro, re-releases the Recreation Access Competitive Grant Program. Program opened until September 29, 2022



# Recreation Access Competitive Grant Program

## Funding Program Overview

- > \$1M available for transit operations and supportive elements (e.g., wayfinding, marketing, transit stop improvements, programming)
- > Connect “Community of Interest” to high-quality park or open space area via transit
- > Eligible applicants: transit agencies and public park authorities
- > Required to partner with community-based organization
- > 10% local match requirement (cash or “in-kind”)

## Evaluation and Selection Process

- > Two applications received (\$1,338,250 total requested)
- > Interdepartmental evaluation team
- > Both submittals are eligible, scored favorably and recommended for partial award:
  - Mt. Wilson Express Route Development & Operations (\$747,244.54)
  - Nature Education Program at the Stone Barn Nature Center in Glendale's Deukmejian Wilderness Park (\$252,755.46)



## Next Steps

- > Execute funding agreements
- > Initiate projects
- > Updates to adjust programming, if needed



## Board Report

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File #: 2023-0092, File Type: Program

Agenda Number: 6.

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### PLANNING AND PROGRAMMING COMMITTEE MARCH 15, 2023

**SUBJECT: FUNDING PROGRAMMING FOR FEDERALLY MANDATED PARATRANSIT SERVICES**

**ACTION: APPROVE RECOMMENDATIONS**

#### **RECOMMENDATIONS**

CONSIDER:

- A. APPROVING the programming of \$246.7 million in federal Surface Transportation Block Grant Program (STBGP) funds for Access Services for Fiscal Years (FY) 2024 through FY 2026, as shown in Attachment A; and
  
- B. AUTHORIZING the Chief Executive Officer or their designee to negotiate and execute funding agreements between Metro and Access Services.

#### **ISSUE**

Access Services provides complementary paratransit service required by the Americans with Disabilities Act (ADA) on behalf of Metro and 44 other fixed route operators in Los Angeles County. Metro supplements the local funds it provides to Access Services with federal funds. However, Metro does not include federal funds for paratransit services in its annual budget. The Board of Directors must approve the programming of STBGP funds in the Federal Transportation Improvement Program (FTIP) so that Access Services can apply for and receive the funds directly from the Federal Transit Administration (FTA). Attachment A identifies the annual amounts of federal STBGP funds recommended for programming for Access Services from FY 2024 to FY 2026.

#### **BACKGROUND**

ADA paratransit service is a federally mandated civil right for persons with disabilities who cannot ride public fixed route buses and trains within  $\frac{3}{4}$  of a mile of the fixed-route service. Metro's programming of federal funds for ADA paratransit service started in FY 1998 with the transfer of Surface Transportation Program (STP) funds from the Federal Highway Administration (FHWA) to FTA's



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Section 5310 Program. Metro has continued this process through four federal reauthorization acts, including the Fixing America's Surface Transportation (FAST) Act signed into law in December 2015. The FAST Act changed the program's name from STP to STBGP.

The Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), which was signed into law in November 2021, continued to allow the transfer of funds to FTA's Section 5310 Program to support ADA paratransit services. The Metro Board of Directors approved the programming of \$281.5 million of STBGP funds for Access Services for FY 2020 through FY 2023 in September 2018. The recommended programming period of 3 years (FY 2024 through 26) compared to 4 years as last approved by the Board of Directors coincides with the last 3 years for which the IIJA/BIL authorized funding, including for the STBGP. The annual average amount of STBGP funding recommended for programming is about \$10 million more compared to the prior programming action that the Board of Directors approved in 2018.

All federally funded projects, and regionally significant projects regardless of their funding source, in Los Angeles County, must be programmed in the Southern California Association of Governments (SCAG) FTIP. Federal funds, including from the STBGP, are approved by federal transportation agencies for use by project sponsors in Los Angeles County only after their programming in the FTIP and approval by SCAG.

## **DISCUSSION**

The Metro Board of Directors annually adopts a budget for Access Services, including local and federal STBGP funds to meet the projected paratransit needs of Metro and 44 other fixed-route operators in Los Angeles County over the following fiscal year. While local funds are included directly in Metro's annual budget, the Board of Directors separately approves the programming of STBGP funds in the FTIP so that Access Services can apply for and receive the funds directly from the FTA. This programming of federal funds is done on a multi-year basis to better manage the FTIP and federal grant approval processes.

The annual budgeting for Access Services is established based on the recent history of expenditures and paratransit ridership projections provided by Access Services to Metro's Office of Management and Budget for review and approval. Access Services' paratransit demand analysis uses economic factors, historical data, and other variables to forecast ridership. The programming of STBGP funds for FY 2024 to FY 2026 supports addressing the needs identified in recent financial assessments and budget forecasts for Access Services. The recommended actions also help implement Metro's statutory transportation programming responsibilities for Los Angeles County and allow for continued operations of Access Services to provide ADA paratransit services. The recommended actions also support achieving goals set in Metro's planning documents, including the Long Range Transportation Plan (LRTP) and Vision 2028 Strategic Plan.

## **DETERMINATION OF SAFETY IMPACT**

Approval of the recommendation will have a positive impact on the safety of Metro's customers, employees, and the general public. The recommendation supports the provision of paratransit

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service required by the ADA to safely transport customers requiring specialized mobility services within the service areas of Metro and 44 other fixed-route operators in Los Angeles County.

### **FINANCIAL IMPACT**

The recommended actions are consistent with Metro's planned use of federal STBGP funds for Access Services over the next three fiscal years. Approving the recommendation will also support Metro's ability to meet ADA requirements and maintain eligibility for federal funding on other project commitments identified in the LRTP and Measure M Expenditure Plan.

As Metro is responsible for including in its annual budget any funds required to provide paratransit services mandated by the ADA that are not met with the programming of STBGP funds, the amount of STBGP funding programmed for Access Services would have an impact on the demand for local funds in future Metro budgets. These other local funds are primarily Proposition C 40%, which can be used for Metro capital and operations.

#### **Impact to Budget**

The recommended actions do not have any impact on Metro's FY 2023 Budget.

### **EQUITY PLATFORM**

The programming of federal STBGP funds will allow Access Services to continue provide complementary paratransit service on behalf of Metro and 44 other fixed route operators in Los Angeles County. This service provides persons with disabilities with a more equitable access to opportunity. Beyond supporting compliance with a federal mandate, the recommendation addresses the first three pillars of Metro's Equity Platform by: i) meeting the projected paratransit needs in the region; ii) improving the customer experience; and iii) focusing on delivering service for those who most need it among transit-priority populations in Los Angeles County.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The recommended actions support achieving Goal 3 of Metro's Vision 2028 Strategic Plan to enhance communities and lives through mobility and access to opportunity. It also supports Metro's commitment to making Los Angeles County's transportation system more accessible, inclusive, and responsive to the needs of the diverse communities it serves.

### **ALTERNATIVES CONSIDERED**

Not fully programming STBGP funds for Access Services to provide mandated paratransit service during FY 2024 - FY 2026 would place Metro and the other 44 Los Angeles County fixed-route operators in violation of the ADA. This would impact the ability of Metro and other fixed-route transit operators to receive federal grants.

The Board of Directors may elect to defer all or a part of the recommended programming of federal STBGP funding to Access Services. We do not recommend deferral of the federal funding for Access

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Services, as the ADA requires the paratransit service that it provides. If STBGP funds are not programmed, Metro would have to identify other eligible funding to ensure continued paratransit service. There are no additional federal funding sources available to Metro other than the small set-aside for Access Services from the FTA's 5310 Program that is already assumed in its annual budget.

**NEXT STEPS**

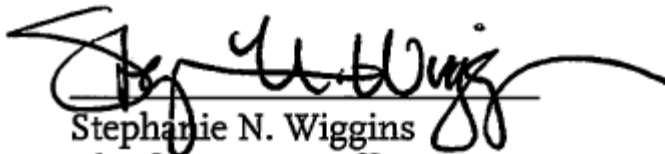
Upon Board approval, Access Services will program the STBGP funds in the FTIP. Metro staff will review the programming of the funds and request the approval of the Southern California Association of Governments, FHWA and FTA.

**ATTACHMENTS**

Attachment A - Funding Programming for Access Services (FY 2024 - FY 2026)

Prepared by: Ashad Hamideh, Senior Director, Countywide Planning & Development, (213) 922-5539  
Michael Cano, Executive Officer, Countywide Planning & Development, (213) 418-3010  
Laurie Lombardi, Senior Executive Officer, Countywide Planning & Development, (213) 418-3251

Reviewed by: James de la Loza, Chief Planning Officer, (213) 922-2920



Stephanie N. Wiggins  
Chief Executive Officer

**ATTACHMENT A**

**Funding Programming for Access Services (FY 2024 - FY 2026)**

(\$ in Millions)

| Fund Type | FY 2024 | FY 2025 | FY 2026 | Total   |
|-----------|---------|---------|---------|---------|
| STBGP*    | \$80.0  | \$82.3  | \$84.4  | \$246.7 |

\* Programmed amounts of Surface Transportation Block Grant Program (STBGP) funds are estimates and may be revised depending upon updated annual need and funding availability, without exceeding the total programmed amounts authorized by the Metro Board of Directors.



**Board Report**

**File #:** 2023-0075, **File Type:** Motion / Motion Response

**Agenda Number:** 8.

**PLANNING AND PROGRAMMING COMMITTEE  
MARCH 15, 2023**

**SUBJECT: CELEBRATE STREETS AND MOBILITY GRANTS PROGRAM**

**ACTION: RECEIVE AND FILE**

**RECOMMENDATION**

RECEIVE AND FILE a status report on the development of a new potential grant program focused on activating and reimagining streets and transportation facilities with arts, culture, and recreation leading up to and during the 2028 Games.

**ISSUE**

At its September 2022 meeting, the Board approved Motion #9 by Directors Solis, Garcetti, Butts and Najarian (Attachment A) that directs the development of a potential new grant program to tap into the power of arts, culture, and recreation to help promote Metro’s Olympic goals and the agency’s broader transportation mission. This report provides a status update on the grant development efforts.

**BACKGROUND**

Arts, culture, and recreation can serve a catalytic role in drawing together community participants and institutions into the street as a shared and celebrated public space. These activities bring people from all walks of life together and enable Open Streets programs to foster “building community, cultural identity, and social engagement.”

Metro has existing programs that transform streets and transportation facilities through open streets events and art: the Open Streets Grants Program and Metro Art programs. Partnerships between Metro and art, culture, and recreational organizations help communities engage in issues affecting their lives, including transportation. Staff views these two programs as crucial building blocks for a potential new mobility-focused, Olympics-focused grants program. The grant framework outlined in this report draws upon experience and lessons learned through these projects.

**DISCUSSION**

Part A of the Motion asked staff to identify funding and develop recommendations to launch a special grant program dedicated to transforming our streets and transportation facilities into temporary centers of art, culture, and recreation to engage the communities throughout LA County in the spirit of the Olympic Games before and/or during the 2028 Olympic and Paralympic Games.

In considering a future grant program, staff looked to build upon Metro's Open Street framework to develop a program that supports a competitive, regional, and equitable process, to encourage the involvement of local and community-based arts organizations and communities that have never implemented Open Streets before or are not located near Olympic venues.

### *Metro Open Streets Grants Program*

The Metro Open Streets Grant program provides funding for events that promote sustainable transportation (biking, walking, and transit), provides a chance to try transit for the first time, and build civic engagement. Several evaluation case studies have demonstrated that these events can have positive impacts on the communities, including improving air quality and shifting travel mode and behavior.

In preparing a response to the motion, staff considered potential funding sources and models for implementing a potential new grant program, and discussed these concepts with partner organizations to gain their insights. The launch of the program is dependent on the identification of funding sources. Staff is targeting a potential \$10 million grant program with multiple grant rounds conducive to the planning needed for large events and the capacity-building and iterative process needed for smaller events in underserved communities. Pending the identification of funding, staff is targeting launching the grant program in FY25 to allow the possibility that some events could overlap with the World Cup taking place between June 8 - July 3, 2026.

Staff reviewed several potential future funding sources such as:

- Federal and state funding. Initial analysis of recurring funding sources and new federal infrastructure funding did not reveal many obvious sources for arts, cultural, and recreation grantmaking by a transportation agency. This is partially because many events that could be funded by a new Metro program to temporarily activate streets and transportation facilities do not involve investments in permanent infrastructure. Events are considered operational costs, and grant opportunities for operations are scarce.
- Focused federal funding for the 2028 Games. Staff have held early discussions with federal agencies and elected officials on the need for funding to Metro to enable implementation of a successful Games Mobility Concept Plan. This potential new program is included in the project list for the Plan.
- Philanthropic funding and sponsorships. Staff have begun identifying potential

philanthropic institutions or sponsorships that would align with the overall program goals.

Staff believes that this multifaceted approach is the best way to identify funding to launch the program before and during the 2028 Games. The funding sources, once identified, may have eligibility limitations that could shape the grant program and guidelines.

### **Conceptual Grant Structure**

Part B of the motion asked staff to collaborate with the Los Angeles County Department of Arts and Culture, Los Angeles County Department of Parks and Recreation, the City of Los Angeles (including the Los Angeles Department of Transportation and Department of Cultural Affairs), and LA28 to provide input to Metro on the development of guidelines for the new grant program;

Staff consulted with County and City agencies that are responsible for arts, culture, and recreation funding and that may be eligible for federal and state arts funding, in order to receive input on the design of a potential new Metro grants program and to explore the possibility of collaborations on funding such a program. We will continue to explore these potential partnerships.

Staff developed a conceptual structure that could be the starting point for program design if, and when, funding becomes available. This concept would be refined through additional staff analysis, conversations with partner agencies, and public outreach. Additionally, these concepts will evolve as Metro's planning for and implementation of the Games Mobility Concept advances. Staff has identified two possible categories of events:

1. Neighborhood-scale events dispersed throughout LA County - Metro could provide technical assistance for first-time applicants. Funding criteria could prioritize a ground-up approach, including community arts, culture, and recreational organizations' involvement and outreach. These events could occur anywhere in incorporated and unincorporated LA County and would not need to be near an Olympic venue. The events could be smaller open street events, play streets, neighborhood walks, or bike rides, which fund arts, cultural, and/or recreational activities that seek to enliven a corridor and/or transportation facility (which could include rail stations, mobility hubs, or multiple bus stops). The events would encourage applicants to creatively engage their community and design their own vision of success for an Olympic Open Streets activated by arts, culture, and recreation.
2. Regionally significant events near Olympic venues - these could include a planning round to ensure agencies have time and resources for community engagement as articulated in the first category. Regionally significant events could be large-scale open streets events with scalable plans to implement more frequent closures to motor vehicles along a route or a major arts/cultural/recreational event designed to reach a large audience.

### **Murals On State Highways**

In addition to calling for a new grant program, the September 2022 Metro Board Motion called for staff to “Engage with the California Department of Transportation related to opportunities for new and restored murals on the State Highway System.” Based on conversations with Highway Operations, Metro Art and Caltrans staff, staff identified significant challenges to the maintenance and governance of the murals along Caltrans right-of-way (the state highway system). Based on this history, we do not envision that a potential new program fund murals along any public right-of-way inaccessible to pedestrians, transit riders, and cyclists. However, staff will continue conversations with Caltrans and LA28 about any future opportunities and plans related to the 2028 Games.

### **EQUITY PLATFORM**

The potential grant program would provide County Residents opportunities to enjoy streets and transportation activated with art, culture, and recreation tied to themes of mobility and the Olympics. This includes and will prioritize (through grant criteria) those from historically underserved communities. Applicants will potentially need to explain how their event development will include community outreach designed to engage community members, including EFC members. This collaborative process will ensure a balanced reflection of community feedback and involvement. By providing additional scoring points during the competitive application review process for events held in historically marginalized and vulnerable communities, events and programs are more likely to be held in areas where the community has expressed the need for open space, art and culture, and opportunities to experience alternative modes of transportation.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

This new potential grant program aligns with Strategic Plan Goals 3 and 4. By introducing local communities and stakeholders to the potential for car-free and car-light mobility in the context of arts, culture, recreation, and the Olympics, Metro is leveraging its investment through this program to promote the development of transit-oriented communities. The program could potentially synergize with other governmental entities active on arts, culture, and recreation and those involved in planning the 2028 Games, contributing to Metro’s regional leadership and collaboration.

### **NEXT STEPS**

Staff will work with internal and external stakeholders to secure funding sources. Once funding is secured staff will return to the Board to propose launching the program, including the next steps for outreach, guideline development, and grant application solicitation.



## ATTACHMENTS

Attachment A - Board Motion 9

Attachment B - List of outreach meetings with stakeholders

Prepared by:

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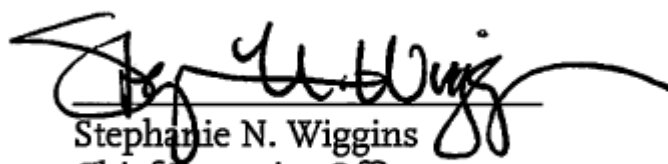
Mark Vallianatos, Executive Officer Innovation, (213) 922-5282

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Stephanie N. Wiggins  
Chief Executive Officer

**Board Report**

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**File #:** 2022-0643, **File Type:** Motion / Motion Response**Agenda Number:** 9.

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**REVISED**  
**2028 OLYMPICS COMMITTEE**  
**SEPTEMBER 14, 2022**

**Motion by:****DIRECTORS SOLIS AND GARCETTI AS AMENDED BY BUTTS AND NAJARIAN****Uplifting Arts, Culture, and Recreation during the 2028 Olympic and Paralympic Games Motion**

In 2028, Los Angeles will host the Paralympic Games for the first time and the Summer Olympic Games for the third time. The Paralympic Games, set for Tuesday, August 22, 2028, through Sunday, September 3, 2028, and the Summer Olympic Games, set for Friday, July 21, 2028, through Sunday, August 6, 2028, present a unique opportunity to welcome the world and expose a global audience to Los Angeles' arts and culture. The Olympic Movement has a rich history of engaging and working with Los Angeles' arts community. For ten weeks prior to the 1984 Olympics, Los Angeles hosted the Olympics Arts Festival. Reports show that over 1.25 million people attended the Festival which included dance, music, and theater performances as well as visual arts commissions, exhibits, and events. The legacy of the Festival can still be seen today, including along key transportation arteries like the 101 Freeway in Downtown LA which remain decorated with murals commissioned for the Festival.

Metro also has a pronounced history of supporting the arts and integrating artwork into Metro projects and initiatives through the Metro Art Program. Transit stations and TAP cards are regularly designed with pieces from local artists. Before the COVID-19 Pandemic, Union Station commonly presented cultural events, including music performances. Even more so, Metro's dedication to the arts and culture also includes bringing events to neighborhoods throughout Los Angeles. Through grant programs, Metro sponsors initiatives for arts, culture, and recreation, especially in Equity Focused Communities. Examples include festivals and pop-up events related to arts and culture at mobility hubs and Metro stations/stops. Another example is Play Streets, which temporarily close streets to automobile traffic and transforms them into playgrounds, with programming, play structures, and shade for recreational purposes. With the 2028 Olympic and Paralympic Games on the horizon, Metro is uniquely situated to leverage and expand its existing programs to ensure all Angelenos have equitable access to Olympic and Paralympic-inspired arts and cultural events. The 2028 Mobility Concept Plan (MCP), currently being developed, can be used to identify specific programs and/or corridor opportunities for such events.

**SUBJECT: UPLIFTING ARTS, CULTURE, AND RECREATION DURING THE 2028 OLYMPIC AND PARALYMPIC GAMES MOTION**

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**RECOMMENDATION**

APPROVE Motion by Directors Solis and Garcetti as amended by Butts and Najarian that the Board of Directors direct the Chief Executive Officer to:

- A. As part of the 2028 MCP, identify funding and develop recommendations to launch a special grant program dedicated to transforming our streets and transportation facilities into temporary centers of art, culture, and recreation to engage the local communities in the spirit of the Olympic Games before and/or during the 2028 Olympic and Paralympic Games;
- B. Collaborate with the Los Angeles County Department of Arts and Culture, Los Angeles County Department of Parks and Recreation, the City of Los Angeles (including the Los Angeles Department of Transportation and Department of Cultural Affairs), and LA28 ~~to design the new grant program guidelines;~~ to provide input to Metro on the development of guidelines for the new grant program;
- C. Engage with the California Department of Transportation related to opportunities for new and restored murals on the State Highway System;
- D. Consider how to uplift local and community-based arts organizations as part of the above directives; and
- E. Report back on the above directives in ~~January~~ March 2023.

**Attachment C. List of outreach meetings with stakeholders**

| <b>Date</b>       | <b>Meeting</b>   |
|-------------------|--|
| February 1, 2023  | Caltrans and Metro   |
| January 26, 2023  | Alta Planning and Metro  |
| January 25, 2023  | Los Angeles County Department of Arts & Culture and Metro  |
| January 25, 2023  | Los Angeles County Parks and Recreation Commission and Metro   |
| January 24, 2023  | SCAG and Metro   |
| January 11, 2023  | LA28 and Metro   |
| January 10, 2023  | CARS (Community Arts Resources) LA and Metro   |
| January 6, 2023   | CicLAvia and LA Metro  |
| December 15, 2022 | Los Angeles County Department of Arts & Culture, Los Angeles County Parks and Recreation Commission, Los Angeles Department of Transportation, City of Los Angeles Department of Recreation and Parks, City of Los Angeles Department of Cultural Affairs, and Metro |
| November 18, 2022 | Meridien and Metro   |
| November 18, 2022 | LA County Department of Arts & Culture and Metro   |
| November 4, 2022  | Active SGV and Metro   |
| February 1, 2023  | Caltrans and Metro   |
| January 26, 2023  | Alta Planning and Metro  |
| January 25, 2023  | Los Angeles County Department of Arts & Culture and Metro  |
| January 25, 2023  | Los Angeles County Parks and Recreation Commission and Metro   |
| January 24, 2023  | SCAG and Metro   |
| January 11, 2023  | LA28 and Metro   |
| January 10, 2023  | CARS (Community Arts Resources) LA and Metro   |
| December 15, 2022 | Los Angeles County Department of Arts & Culture, Los Angeles County Parks and Recreation Commission, Los Angeles Department of Transportation, City of Los Angeles Department of Recreation and Parks, City of Los Angeles Department of Cultural Affairs, and Metro |
| November 18, 2022 | Meridian Rapid Defense Group and Metro   |



Metro®

Celebrate Streets and Mobility Grants

# Receive & File Board Response: Motion #2022-0643

- A. **Identify funding and develop recommendations to launch a special grant program** dedicated to transforming our streets and transportation facilities into temporary centers of art, culture, and recreation to engage the local communities in the spirit of the Olympic Games before and/or during the 2028 Olympic and Paralympic Games;
- B. Collaborate with the Los Angeles County Department of Arts and Culture, Los Angeles County Department of Parks and Recreation, the City of Los Angeles (including the Los Angeles Department of Transportation and Department of Cultural Affairs), and LA28 **to provide input to Metro on the development of guidelines for the new grant program**
- C. Engage with the California Department of Transportation related to opportunities for new and restored murals on the State Highway System;
- D. Consider how to uplift local and community-based arts organizations as part of the above directives; and
- E. Report back on the above directives in March 2023.



# Potential Funding Sources

\$10M specified for this grant in the MCP.

Possible sources for a new grant program:

- **Federal and state grant programs**  
Events are considered operational costs, and grant opportunities for operations are scarce.
- **Federal funding for the 2028 Games**  
This program would be included in the MCP.
- **Potential partnerships with Arts, Culture and Recreation agencies.** Staff are consulting with County and City agencies .
- **Philanthropic funding**
- **Sponsorships**



# Conceptual Structure for New Funding Program

- Grounded in Metro's goals for 2028 Games
- Builds upon Metro's Open Streets Grants Program structure and Metro Art Program connections.





# Two Grant Categories with Two Rounds



**1. Neighborhood-Scale Events** transform space for cars to space for people on a local level. Could include preferences for EFCs, communities without Olympic venues, and participation of community arts organizations.



**2. Regionally Significant Events** are significant opportunities to influence how people travel. Grants for planning and implementation.

# Next Steps

- Staff will work with internal and external stakeholders to secure funding and continue to refine program design.
- If and when funding is secured, staff will return to the board to propose launching the program.

