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MEMORANDUM

DATE: September 21, 2018

TO: Governing Board
San Francisco Bay Restoration Authority

FROM: Matt Gerhart, Program Manager; Kelly Malinowski, Project Manager
San Francisco Bay Restoration Authority

SUBJECT: Approval of Proposed Revisions to the Grant Program Guidelines; Release of 2018 Request for Proposals and Grant Application

Staff recommends that the Governing Board adopt the proposed revisions to the Grant Program Guidelines (Grant Guidelines), and approve the release of the Request for Proposals (RFP) and Grant Application Form (Application) for the Authority's second grant round. Documents included here have not substantively changed since edits were brought in draft form to the June 1, 2018 Authority Governing Board meeting. The proposed changes discussed at that Governing Board meeting reflected feedback from the Authority's Advisory Committee at its May 4, 2018 meeting and were presented and discussed with the Advisory Committee at its June 29, 2018 meeting. The June and September 2018 Authority Governing Board meetings, along with the two associated items at Authority Advisory Committee public meetings, constitute four public opportunities for comment over four months of review of the next year of grantmaking activities.

Background

The San Francisco Bay Restoration Authority (Authority) adopted amendments to the Grant Guidelines in June 2017. The Grant Guidelines are a summary of the requirements of the San Francisco Bay Restoration Authority Act (Restoration Act) and the language included in the San Francisco Bay Clean Water, Pollution Prevention, and Habitat Restoration Measure (Measure AA), as well as some explanation of how the Authority will apply them.

The Authority adopted and released an RFP and Application for the Measure AA grant program round 1 in September 2017. The RFP and Application provide additional guidance on project eligibility and evaluation criteria.

Since that time, the Measure AA grant program has gone through its first grant cycle. Project proponents submitted applications, staff and members of the Advisory Committee (AC) reviewed applications, staff prepared recommendations, and the Governing Board approved grant awards in April 2018.

During the Authority's first grant cycle this past year, staff tracked lessons learned and received input on suggested improvements to the grant program documents. Many of the lessons learned and comments received involved clarifications of eligibility requirements. A memo previously presented at the June 1, 2018 Governing Board meeting (Attachment 1) summarized three overarching issues that came up repeatedly, described additional edits made to clarify eligibility requirements, and discussed two public comments received on the first grant round documents.

Proposed revisions based on these are shown in the three attached, updated redline versions of the documents.

- Grant Program Guidelines (Exhibit A to Resolution 50)
- 2018 Measure AA Proposal Solicitation (Exhibit A to Resolution 51)
- 2018 Grant Application Form (Exhibit B to Resolution 51)

No substantive issues have been raised on the grant program since the previous meeting, and therefore the documents have remained substantively unchanged. Minor formatting changes were incorporated and the timeline for the grant round has been updated.

Recommendation

Staff recommends the Authority adopt Resolution 50, approving amendments to the Grant Guidelines, and Resolution 51, authorizing the release of the 2018 RFP and application.