



MEMORANDUM

DATE: June 18, 2021

TO: Governing Board
San Francisco Bay Restoration Authority

FROM: Jessica Davenport, Deputy Program Manager
Linda Tong, Grant Program Coordinator
San Francisco Bay Restoration Authority

SUBJECT: Authorization to Release the 2021 Grant Round Materials

Staff recommends that the San Francisco Bay Restoration Authority (Authority) authorize the release of the 2021 Grant Round Materials: Request for Proposals (RFP), Pre-Application, and Grant Application. These documents have much of the same content as the 2020 Grant Round materials but include minor edits and formatting changes.

Background

In July of 2020, the Authority released a thoroughly revised RFP and Grant Application, and a new Pre-Application, for the fourth round of Measure AA's grant program. The materials for the grant round were revised so that the documents were less redundant, the guidance on project eligibility and evaluation criteria was more understandable, and applicants could consult with Authority staff on projects before submitting a full grant application. The changes to the grant program materials addressed the Advisory Committee's near-term recommendations on improving equity in the grant program. The Authority also authorized the creation of a Community Grants Program that would specifically fund community-based organizations in economically disadvantaged communities (EDCs).

For 2021, the fifth round of grant materials follow a similar template, with minor edits and formatting changes. The Authority is also continuing the Community Grants Program, incorporating lessons learned from the pilot phase.

Summary of Proposed Edits

(Redlined versions are attached to this memo as Attachments 1, 2, and 3.)

Proposed Edits to the RFP:

- Make formatting changes, and update Table of Contents so that the document is easier to navigate.
- I. Introduction: Update information on Grant Round vs. Community Grants Program.

- IV. Grant Application Timeline and Process: Update information on Grant Round vs. Community Grants Program.
- Appendices: Reorganize Appendix D so that the order of the sections in this appendix matches the order of the sections in II. Eligibility and Required Criteria.

Proposed Edits to the Pre-Application:

- Make minor edits and include a template for the Preliminary Budget we request.

Proposed Edits to the Grant Application:

- Make minor edits and update Cover Pages so that the Performance Measures data collected in this section matches the Performances Measures that are summarized in the Authority's annual reports.

Recommendation

Staff recommends the Authority adopt Resolution 79, authorizing the release of the 2021 Grant Round Materials: Request for Proposals, Grant Pre-Application, and Grant Application.