Sustainable Transportation Equity Project (STEP)
Work Group Meeting #3

December 10, 2019
3:00 pm – 5:00 pm

Meeting Room Information:
San Joaquin Valley Air Pollution Control District (three locations)
4800 Enterprise Way, Modesto, CA 95356
1990 E. Gettysburg Ave., Fresno, CA 93726
34946 Flyover Court, Bakersfield, CA 93308

Dial-in Number: (213) 929-4212
Passcode: 646-047-213
Webinar Registration:
https://register.gotowebinar.com/register/1103662686455312907

What is STEP?

- The Sustainable Transportation Equity Project

- New pilot that is part of the Low Carbon Transportation Program

- Funded by California Climate Investments

- Goals of Pilot:

    1. Reduce greenhouse gas emissions

    2. Increase access to key destinations

    3. Address community residents' transportation needs

MOVING CALIFORNIA
cleaner transportation for all communities

CALIFORNIA CLIMATE INVESTMENTS
Cap and Trade
Dollars at Work

How will STEP accomplish its goals?

- By funding **two types of grants**

- **Planning and Capacity Building Grants**

  - $2 million for multiple grants

  - In low-income and disadvantaged communities

- **Implementation Grants**

  - $20 million for 1 to 3 grants

  - In disadvantaged communities

MOVING CALIFORNIA
cleaner transportation for all communities

CALIFORNIA CLIMATE INVESTMENTS
Cap and Trade Dollars at Work

Workgroup Meeting Schedule *(tentative)*

#1 - October

- Overview
- Framework
- Eligible Applicants & Partnership Structure
- Grant Area & Benefits to Priority Populations
- Technical Assistance

#2 - November

- Eligible Projects
- Threshold Requirements
  - Community Engagement
  - GHG Reductions
  - Data Collection
  - Resource Contribution
  - Workforce Development
  - Displacement Avoidance
  - Climate Adaptation

#3 - December

- Example Grants
- Application Review and Scoring
- Technical Assistance
- Research and Evaluation

#4 - January

- Wrap-Up

SURVEY

In the room: Write answers on handout and turn in to us at the end of the meeting

On the phone: Write answers on handout and email to step@arb.ca.gov

On the webinar: Write answers in the Chat box of GoToWebinar

SURVEY

Who is participating?

1. What is your name?
2. What organization do you represent?
3. What type of organization do you represent?
4. In what county is your community located?

Note: All questions are OPTIONAL.

Recap – Eligible Projects

What We Heard	Our Response
How many implementation grants will you award? Planning grants?	1 to 3 implementation grants. We estimate about 10 planning grants but it depends on the applications we receive.
Is the purchase of vehicles eligible?	Yes, if those purchases are tied to the eligible projects and are zero-emission vehicles on the CVRP/HVIP lists.*
Are shuttle services eligible?	Yes, shuttle services are considered shared mobility. If the project included the procurement of shuttles, the shuttle vehicles would need to be zero-emission.
Is funding for staff positions eligible?	Yes.
What costs are eligible under zero-emission readiness projects?	**UPDATE:** See expanded list of proposed eligible projects here, which includes a list of proposed eligible costs for each project type. This list is still being updated based on public feedback.

* Vehicle models that were removed due to CVRP policy changes effective December 3, 2019 are still eligible for STEP.

5. What are your suggestions for the Proposed Eligible Projects List, which includes proposed eligible projects, eligible costs, and readiness requirements?

See expanded list of proposed eligible projects here.

Recap – Eligible Projects

What We Heard	Our Response
Are there any requirements for how the different project types are implemented?	No, we do not have specific requirements for how different project types are implemented. However, any design and implementation decisions should reflect and help address community-identified transportation needs.
Are there specifications regarding the size of an eligible "community"?	No, we do not specify a particular size for a STEP community. Communities must be defined by the Applicant and may vary substantially in size.

Recap – Threshold Requirements

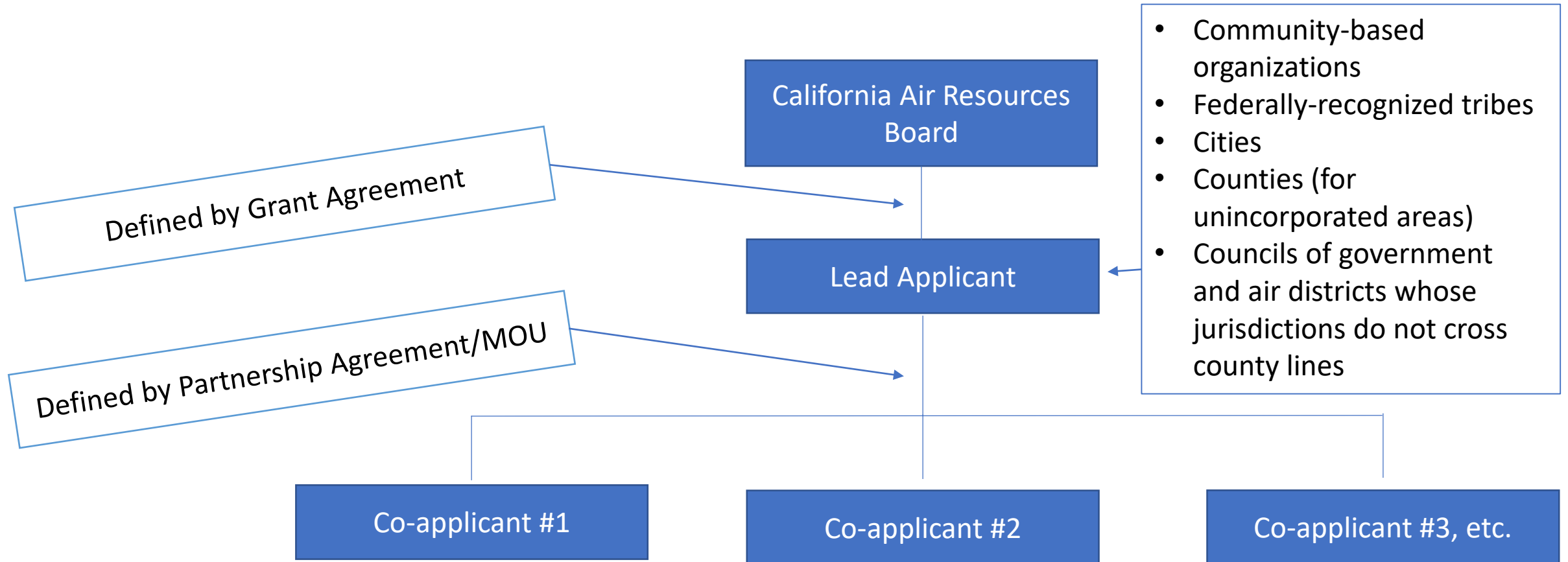| What We Heard	Our Response
How did you come up with the budget allocations of 5% and 3% for community engagement and outreach? These should be higher.	**UPDATE:** We propose to simplify STEP's requirements and allow for more flexibility in the budget based on what Applicants need by eliminating most budget allocations in the threshold requirements. The three budget allocations that will remain are: 2% minimum for data tracking and reporting, 50% minimum for transportation strategies, and 40% minimum for resource contribution.
Are the percent requirements relative to the total project budget or to the grant budget?	The data tracking and reporting and transportation strategies minimums are percentages relative to the total project budget. The resource contribution is a percentage relative to the grant budget.
Depending on the MPO, a letter of support from an MPO might be challenging to procure.	**UPDATE:** Instead of requiring a letter of support from an MPO or RTPA, we will require a letter of support from any public agency. The letter will have to show that projects support the strategies identified in the region's SCS (if applicable) or RTPA.
We received additional suggestions for eligible resource contributions.	We plan on updating the list of eligible resource contributions, and sharing in a future workgroup meeting.

Planning Grant

Objectives
- Identify community residents' transportation needs
- Prepare for projects that will increase mobility and reduce greenhouse gas emissions

See expanded list of proposed eligible projects here.

Planning Grant – Partnership Structure

California Air Resources Board

Lead Applicant

Defined by Grant Agreement

Defined by Partnership Agreement/MOU

- Community-based organizations
- Federally-recognized tribes
- Cities
- Counties (for unincorporated areas)
- Councils of government and air districts whose jurisdictions do not cross county lines

Co-applicant #1

Co-applicant #2

Co-applicant #3, etc.

Planning Grant – STEP Community

- Project is located in the STEP Community

- At least 50% of STEP Community residents live in **disadvantaged or low-income community** census tracts
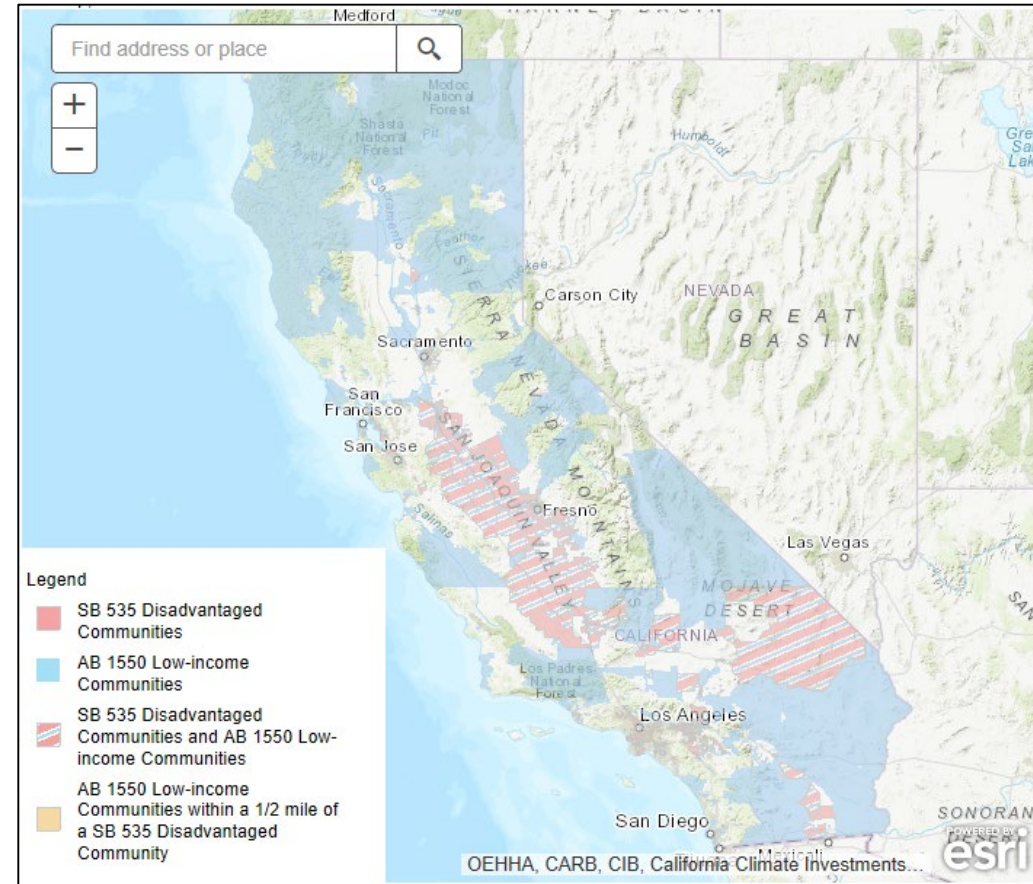
www.arb.ca.gov/cci-communityinvestments

Example Planning Grant

Lead Applicant: City

Co-applicants:
- Community-based organization
- Chamber of commerce

Project: Community transportation needs assessment

STEP Community description:
- Neighborhood that is cut off from the rest of the city by a highway
- Mostly residential, but there are many small businesses on the other side of the highway, where residents work and shop
- Large non-English-speaking population
- One quarter of residents live in a CalEnviroscreen-identified disadvantaged community
- All of residents live in an AB 1550-identified low-income community

Planning Grant – Framework

Objectives
- Defined by STEP
- 1 – Identify community residents' transportation needs
- 2 – Prepare for projects that will increase mobility and reduce greenhouse gas emissions

Vision
- Defined by Applicant in Vision Statement
- Must articulate the overall vision for how the grant will meet Objectives

Projects
- Planning and capacity building projects that the Applicant wants STEP to (at least partially) fund
- Identified by the Applicant as part of a community engagement process

Example Planning Grant

Vision:

- Community-based organization identified the need for more community engagement in this neighborhood
- In partnership with the community:
  - Identify community residents' barriers to transportation, common destinations, and transportation modes of interest
  - Educate community residents on different clean transportation and mobility options
  - Develop a list of projects that, when implemented, will help residents overcome the physical (the highway) and other barriers to transportation and increase access to clean transportation and mobility options

Example Planning Grant

Project: Community transportation needs assessment, including

- Extensive, multi-lingual community engagement through surveys, existing community events, and focus groups
- Outreach and education on clean transportation and mobility options
- An advisory committee of community residents to prioritize projects

Budget:

Staff time	$120,000
Material development	$10,000
Events, focus groups, and advisory panel, including compensation for participation	$66,000
Data tracking and reporting	$4,000
Total	$200,000

Planning Grant – Threshold Requirements

All requirements must be addressed to be eligible for funding consideration.

- Community Inclusion
- Data Tracking and Reporting
- Consistency with Existing Plans
- Workforce and Economic Development
- Displacement Avoidance
- Climate Adaptation and Resiliency

Example Planning Grant

Community Inclusion:

- Community-based organization is Lead, supported by Chamber of Commerce
- Identified strategies for community engagement throughout implementation
- Prioritized strategies that will facilitate community-decision making
- Focus on non-English-speaking residents

Data Tracking and Reporting:

- City is Lead
- Set aside 2% of budget

Consistency with Existing Plans:

- Letter of support from the city's Planning Department describing consistency with the Climate Action Plan and support for strategies identified in the SCS

Example Planning Grant

Workforce and Economic Development:
- Chamber of Commerce is Lead
- Community engagement will include discussion of how to prioritize reliable and clean transportation for residents to get to work and other necessary locations
- Outreach and education will cover how transportation access might impact employment

Displacement Avoidance:
- Advisory committee will discuss potential burdens from implementation of prioritized transportation projects and create recommendations to alleviate these burdens

Climate Adaptation and Resiliency:
- Community engagement will include discussion of how increased flooding and hotter days will impact transportation needs and barriers

6. What are your suggestions for the eligibility and threshold requirements for the STEP Planning and Capacity Building Grant?
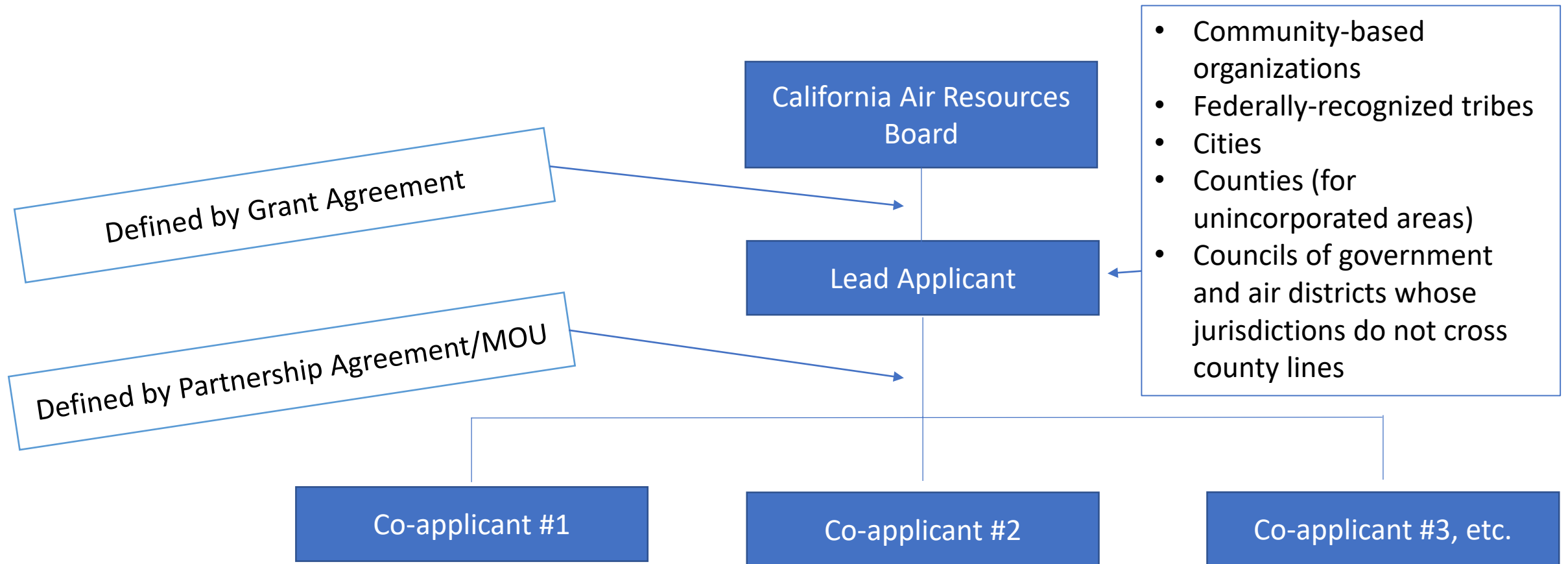
Implementation Grant

Objectives
- Reduce greenhouse gas emissions and vehicle miles traveled in single-occupancy combustion vehicles.
- Increase mobility and access to key destinations.
- Address community residents' transportation needs.

See expanded list of proposed eligible projects here.

Implementation Grant – Partnership Structure

California Air Resources Board

Lead Applicant

Co-applicant #1

Co-applicant #2

Co-applicant #3, etc.

Defined by Grant Agreement

Defined by Partnership Agreement/MOU

- Community-based organizations
- Federally-recognized tribes
- Cities
- Counties (for unincorporated areas)
- Councils of government and air districts whose jurisdictions do not cross county lines

Implementation Grant – STEP Community

- At least 50% of STEP Community residents live in **disadvantaged community** census tracts

- Majority of projects are located in the STEP Community

- All projects address transportation-related needs of STEP Community residents

https://oehha.ca.gov/calenviroscreen/sb535
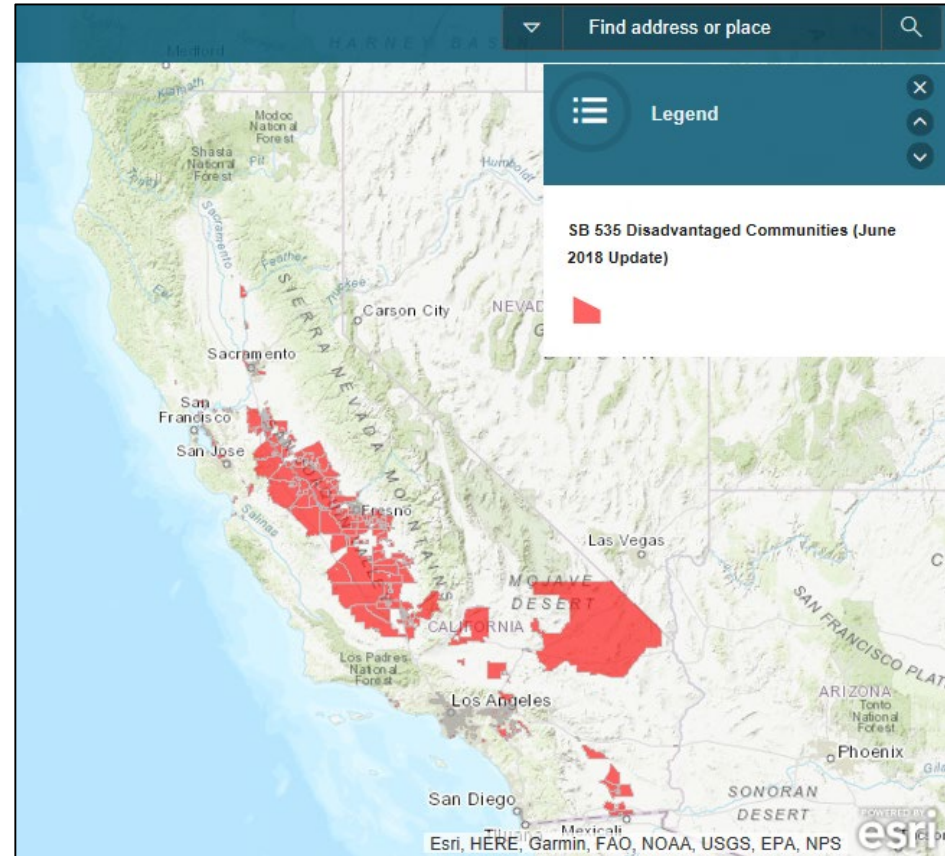
Example Implementation Grant

Lead Applicant: Community-based organization

Co-applicants:
- County
- Transit agency
- Electric bus manufacturer
- Private mobility provider
- Active transportation advocacy nonprofit
- Senior center
- Council of government
- California State University (CSU)

STEP Community description:
- Unincorporated community, which lacks basic active transportation infrastructure
- Most community residents commute to work/run errands via few major corridors in their own combustion vehicles
  - Those who rely on public transit struggle to get to work on time
  - Nearly impossible to connect trips with current transit options
- Community is close enough to job centers for residents to bike/walk to work
- Growing population of elderly residents
- Majority of residents live in disadvantaged community census tracts

Implementation Grant - Framework

Objectives
- Defined by STEP
- 1 - Reduce greenhouse gas emissions and vehicle miles traveled in single-occupancy combustion vehicles.
- 2 - Increase mobility and access to key destinations.
- 3 - Address community residents' transportation needs.

Vision
- Defined by applicant in Vision statement
- Must articulate the overall vision for how the grant will meet Objectives

Strategies
- Categories of projects that the Applicant can pick from
- Identified by the applicant as part of a community engagement process

Projects
- Capital, infrastructure, operations, and planning projects that the Applicant wants STEP to (at least partially) fund
- Identified by the applicant as part of a community engagement process

Implementation Grant - Strategies*

Transportation Strategies (2)
- Active Transportation
- Fixed-Route Transit
- Shared Mobility

Innovative Strategies (1)
- Land Use
- Pricing
- Space Conversion

Groundwork Strategies (1)
- Planning & Engagement
- Outreach & Education
- Community Development

*There may be overlap between Strategies.

Example Implementation Grant

Vision:

- Working with local neighborhood associations and other community groups, the community-based organization has learned
  - Residents rely heavily on single-occupancy combustion vehicles
- Projects will:
  - Make public transit and active transportation trips realistic
  - Help make travel cheaper for residents and clean the air residents breathe
  - Focus on expanding accessible clean transportation options in a few key corridors

Strategies

- 3 Transportation Strategies
- 1 Innovative Strategy
- 1 Groundwork Strategy

Example Implementation Grant

Strategy	Project	Need Addressed
Fixed-Route Transit (Transportation Strategy #1a)	Traffic signal optimization, bus-only lanes, other infrastructure, and operations for new bus rapid transit service	Buses are late and unreliable, so it is hard for residents to get to work on time, or to link trips when running errands
Fixed-Route Transit (Transportation Strategy #1b)	Bus-rail integration to align the new bus rapid transit service schedule with that of the light-rail train	Most commuters have to wait at least 40 minutes when they're transferring between the bus and train – many drive instead
Fixed-Route Transit (Transportation Strategy #1c)	Transit pass program for small business employees and customers	Residents who work and shop at the small businesses (or would if they could get to them) typically drive because they have heard how challenging the public transit trips are

Example Implementation Grant

Strategy	Project	Need Addressed
Active Transportation (Transportation Strategy #2)	Protected bike lanes, accessible sidewalks, and other active transportation infrastructure	Wide, fast streets discourage active transportation, but many residents are interested in biking and walking
Outreach & Education (Groundwork Strategy #1a)	A series of educational community events to teach residents of all ages how to bike safely, engage residents in street design, and engage law enforcement in active transportation	Residents have been ticketed for riding their bikes on the sidewalks, but are worried about riding their bikes along wide, fast streets

Example Implementation Grant

Strategy	Project	Need Addressed
Shared Mobility (Transportation Strategy #3)	Zero-emission shuttle service for the senior center that also connects to BRT stops	A rapidly-growing elderly population likes to socialize at the new senior center, but the senior center has no active bus routes and most elderly residents do not drive
Outreach & Education (Groundwork Strategy #1b)	Senior center ambassador program	Volunteer program to help seniors navigate existing and new clean transportation options
Pricing (Innovative Strategy #1)	Design and implementation of new parking pricing program	Traffic getting into the key job centers slows down commutes for public transit users and discourages active transportation use

Implementation Grant – Budget Requirements & Example Implementation Grant

Budget:

Transportation strategies	$7 million	At least 50% of total project budget
Innovative strategies	$1 million	
Groundwork strategies	$720,000	
Workforce and economic development	$500,000	
Displacement avoidance	$500,000	
Data tracking and reporting	$280,000	At least 2% of total project budget
Total STEP funds	$10 million	
Resource contribution	$4 million	At least 40% of grant budget
Total Funds	$14 million	

Implementation Grant – Threshold Requirements

All requirements must be addressed to be eligible for funding consideration.

For Whole Grant
- Consistency with Existing Plans
- Resource Contribution
- Workforce and Economic Development
- Displacement Avoidance

Per Project
- Community Inclusion
  - Community-identified Transportation Needs
  - Community Engagement
  - Outreach and Education
- Data Tracking and Reporting
- Climate Adaptation and Resiliency
- Longevity and Lessons Learned

Example Implementation Grant

Consistency with Existing Plans:
- Letter of support from the county's Planning Department describing consistency with the specific plan for the area and support for strategies identified in the SCS

Resource Contribution:
- Grant budget is $10 million
- Resource contribution has to be at minimum $4 million
- Includes:
  - Staff costs for CSU, transit agency, county, and COG
  - Community engagement participation stipends from COG
  - Active transportation infrastructure
  - Low Carbon Transit Operations Program funds for future Bus-Rapid Transit operation
  - Financial support from senior center to support shuttle service
  - Installation of electric infrastructure for bus and shuttle charging
  - Electricity costs for bus and shuttle operations
  - Half of shuttles from private mobility provider

Example Implementation Grant

Workforce and Economic Development:

- Includes plan to offer training program for operations and maintenance of electric vehicles through collaboration between Transit Agency and CSU
- Includes community benefit agreement where active transportation infrastructure project commits to:
  - Contract with all local, small, and/or diversely-owned businesses
  - Hire residents of the community's disadvantaged community census tracts for at least half of all hires
- Funded through STEP

Example Implementation Grant

Displacement Avoidance:

- Describes existing displacement avoidance policies, plans, and programs
- Identifies three new policies to prevent the displacement of low-income households
  - Incentives for inclusionary zoning led by County
  - Demonstration of application to a state program to fund the preservation of affordable housing
  - Culturally appropriate tenant rights education led by the CBO
- Identifies two new policies to prevent the displacement of local and small businesses
  - Contracting with local/small/diversely-owned business as part of active transportation infrastructure project's community benefit agreement
  - Develop a business continuity program during construction events led by County
- Funded through STEP

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Project Lead: Transit Agency

Other Relevant Applicants:

- County
- Community-based organization
- CSU
- Electric bus manufacturer

*Applicant will need to supply this information and information about all other Threshold Requirements for each proposed Project.

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Community-identified Transportation Needs:
- CBO efforts and Unmet Transit Needs Assessment identified same need
- Buses are late and unreliable, so it is hard for residents to get to work on time, or to trip-chain to run errands

Community Engagement:
- Transit Agency has plan to work with community-based organization throughout construction and operation of the service and update service based on residents' feedback
- Includes a Community Advisory Panel to provide feedback on all aspects of grant
- Funded through STEP

Outreach and Education:
- Transit Agency has plan to work with community-based organization to develop community-specific marketing materials to advertise new service
- Funded through STEP

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Data Tracking and Reporting:

- Quantified benefits using CARB calculator tool
- Transit agency will work with CSU (as Data Lead for the Grant) to collect data on bus-rapid transit project
- Funded through STEP

Climate Adaptation and Resiliency:

- STEP community will experience more days with extreme heat
- BRT project will include shading infrastructure and greenery at bus stops and all buses will have air conditioning
- Plan for potential increases in maintenance costs

Example Implementation Grant

Example for Bus-Rapid Transit Project*

Longevity:

- STEP funds will pay for 2 years of operation of BRT services
- Transit agency plans to use Low Carbon Transit Operations Program to fund next 3 years of operation
  - Then continue funding service through other unidentified funding sources
- If operation of service does not continue, transit agency will use electric buses on other bus routes

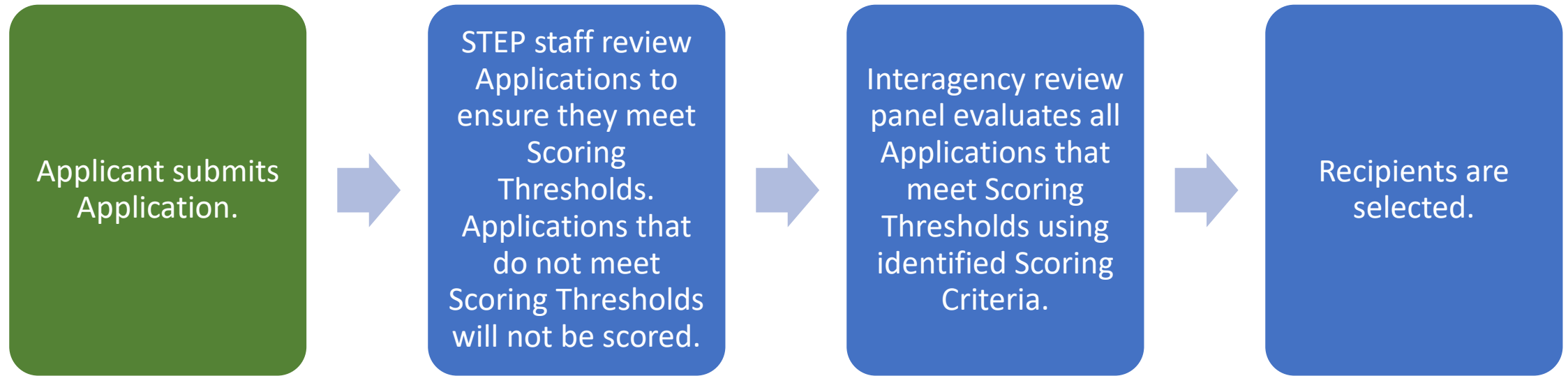**Lessons Learned:**

- Transit agency plans to document lessons learned throughout implementation and share with other agencies in specified forums
- Transit agency will work with community-based organization to focus lessons learned on community engagement during implementation

SURVEY

7. What are your suggestions for the eligibility and threshold requirements for the STEP Implementation Grant?

Application Review Process

| Applicant submits Application. | → | STEP staff review Applications to ensure they meet Scoring Thresholds. Applications that do not meet Scoring Thresholds will not be scored. | → | Interagency review panel evaluates all Applications that meet Scoring Thresholds using identified Scoring Criteria. | → | Recipients are selected. |

Application Components

1) **Framework**
   - Vision Statement, Strategies*, and Projects
   - Overall budget

2) **Applicants and Partnership Structure**
   - Partnership Agreement with Lead Applicant, Co-applicants, and other community stakeholders
   - Application qualifications documentation and reference letters

3) **STEP Community**
   - Description and map
   - Includes project locations and priority population census tracts

4) **Threshold Requirements**
   - *Resource Contribution* documentation/letters of support*
   - *Consistency with Existing Plans* letters of support
   - *Workforce and Economic Development* component
   - *Displacement Avoidance* component

*Not required for the Planning Grant

Application Components – per project

5) Project Plan

- Task list with timeline and roles identified
- Budget
- Readiness documentation/letters of support
- Benefits to priority populations narrative
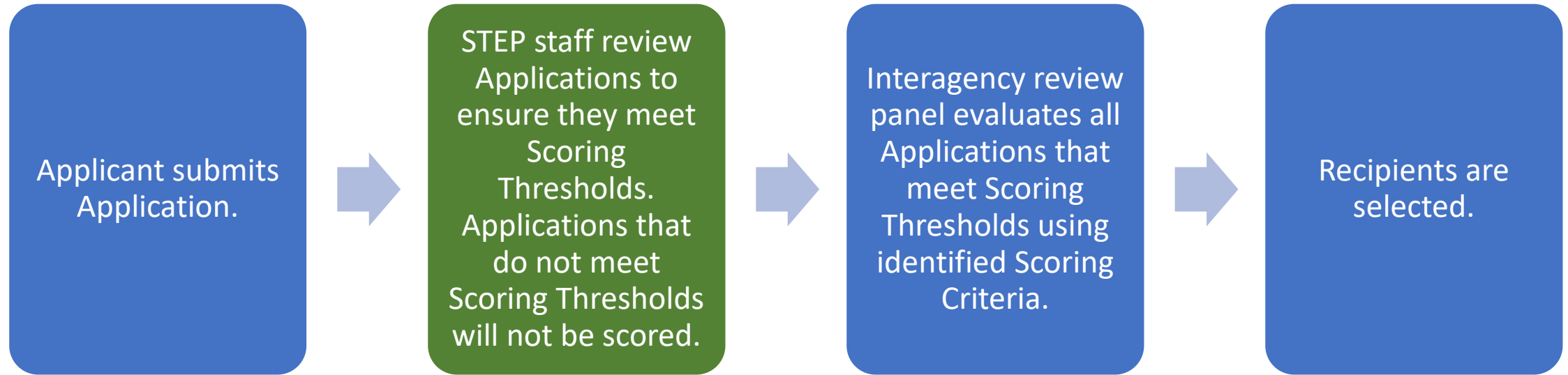
6) Threshold Requirements

- *Community Inclusion*
  - Community-identified Transportation Needs narrative*
  - Community Engagement component
  - Outreach and Education narrative/plan, if applicable*
- *Data Tracking and Reporting* component
  - Benefits quantification using CARB calculator tool
- *Climate Adaptation and Resiliency* narrative/plan, if applicable
- *Longevity and Lessons Learned* narrative/plan, if applicable*

*Not required for the Planning Grant

SURVEY

8. What application components may be particularly challenging for Applicants to complete?

Application Review Process

Applicant submits Application.

→

STEP staff review Applications to ensure they meet Scoring Thresholds. Applications that do not meet Scoring Thresholds will not be scored.

→

Interagency review panel evaluates all Applications that meet Scoring Thresholds using identified Scoring Criteria.

→

Recipients are selected.

Scoring Thresholds

1) General Completeness

2) Framework
- Meets Strategy* and Project requirements

3) Applicants and Partnership Structure
- Partnership Agreement
- Meets Applicant requirements

*Not required for the Planning Grant
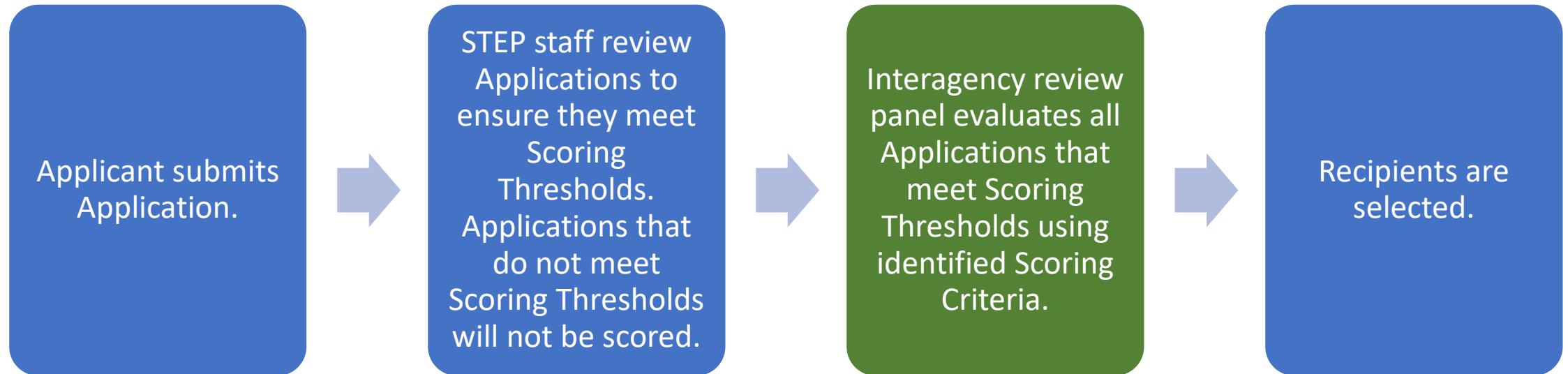
4) STEP Community
- Map and narrative
- Meets priority population and project location requirements

5) Threshold Requirements
- Requested narratives, plans, documentation, letters of support, quantification, and budget set-asides

Application Review Process

| Applicant submits Application. | | STEP staff review Applications to ensure they meet Scoring Thresholds. Applications that do not meet Scoring Thresholds will not be scored. | | Interagency review panel evaluates all Applications that meet Scoring Thresholds using identified Scoring Criteria. | | Recipients are selected. |

Proposed Scoring Criteria

1) **Framework**
   - Vision Statement, Strategies*, and Projects
   - Overall budget

2) **Applicants and Partnership Structure**
   - Quality of Partnership Agreement with Lead Applicant, Co-applicants, and other community stakeholders
   - Application qualifications documentation and letters of support

3) **STEP Community**
   - Description and map

4) **Threshold Requirements**
   - Quality of *Workforce and Economic Development* component
   - Quality of *Displacement Avoidance* component

*Not required for the Planning Grant

Proposed Scoring Criteria – per project

5) Project Plan

- Task list with timeline and roles identified
- Budget
- Readiness documentation/letters of support
- Quality of benefits to priority populations

6) Threshold Requirements

- *Community Inclusion*
  - Quality of community engagement for Community-identified Transportation Needs *
  - Quality of Community Engagement component
  - Need for/quality of Outreach and Education narrative/plan, if applicable*
- *Data Tracking and Reporting* component
  - Amount of GHG emission reductions
- Need for/quality of *Climate Adaptation and Resiliency* narrative/plan, if applicable
- Need for/quality of *Longevity and Lessons Learned* narrative/plan, if applicable*

*Not required for the Planning Grant

Proposed Scoring Criteria *(tentative)*

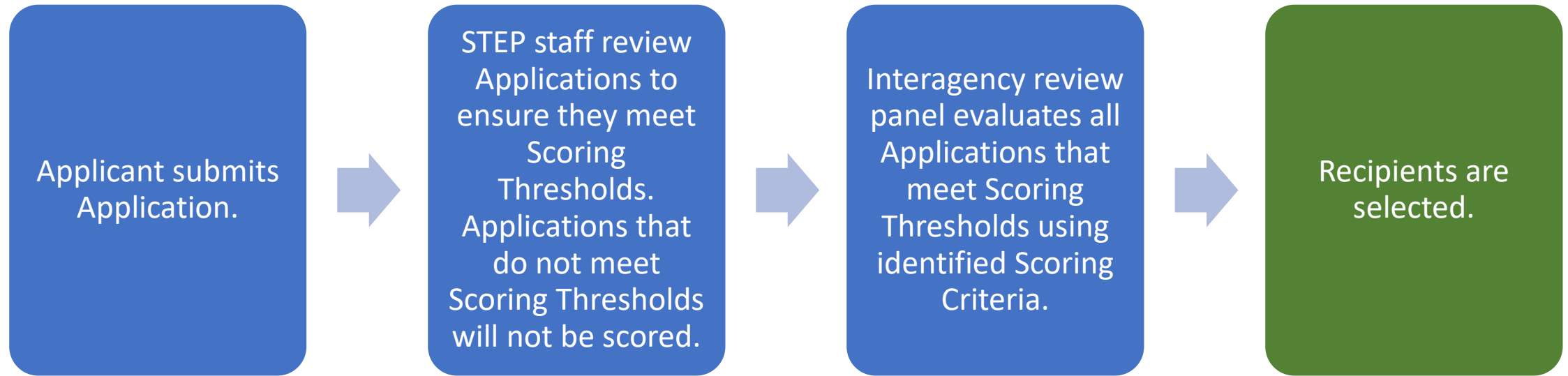**7) Additional Benefits**
- Connections with other existing efforts, for example:
    - Pro-housing policies
    - SB 2 Planning Grants
    - Vision Zero
    - Safe Routes to School
- Rural communities
- Community-based organization or tribe as Lead Applicant
- Communities with high housing and transportation burdens
- Other?

9. What additional benefits should we consider scoring?

- Connections with other existing efforts, for example:
  - Pro-housing policies
  - SB 2 Planning Grants
  - Vision Zero
  - Safe Routes to School
- Rural communities
- Community-based organization or tribe as Lead Applicant
- Communities with high housing and transportation burdens
- Other?

Application Review Process

Applicant submits Application.

→

STEP staff review Applications to ensure they meet Scoring Thresholds. Applications that do not meet Scoring Thresholds will not be scored.

→

Interagency review panel evaluates all Applications that meet Scoring Thresholds using identified Scoring Criteria.

→

Recipients are selected.

Recipient Selection

- Planning Grant
  - Multiple recipients (anticipate about 10)

- Implementation Grant
  - 1-3 recipients

Technical Assistance *(tentative)*

- Evaluate the readiness of all Applicants and projects interested in receiving technical assistance and recommend next steps
- Support application development for all Implementation Grant applicants
  - Includes support for benefits quantification using CARB calculator tools
  - Personalized based on needs of applicant
- Support all recipients of Implementation Grants
  - Includes support for data tracking and reporting
  - Personalized based on needs of recipient
- Compile information about relevant upcoming grant opportunities and share with Planning Grant recipients

http://www.sgc.ca.gov/programs/tech/

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Research and Evaluation

- Research project with Climate Smart Communities Consortium
  - Develop methodology to evaluate the impact of CARB clean mobility pilot projects
  - Conduct evaluations on a selection of CARB clean mobility pilot projects
- Includes baseline evaluation of STEP Communities that receive Implementation Grants
- Plan for future post-implementation evaluation as well

10. What is your email address?

Stay Updated

[Moving CA website](#)

Contact STEP staff at:

- step@arb.ca.gov
- (916) 440-8284

Subscribe to [GovDelivery](#). Select *Clean and Sustainable Mobility Options* under the heading *Clean Transportation Incentives.*

Join Our Next Workgroup Meeting

January 15, 2019 from 3:00 pm – 5:00 pm

California Air Resources Board Monitoring and Laboratory Division Building (13th and T)

1927 13th St

Sacramento, California 95811

Dial-in Number: (415) 655-0060

Participant Passcode: 380-347-944

Webinar Registration:
https://attendee.gotowebinar.com/register/7544463263501938699