CCLGP Frequently Asked Questions

Contents

Application Process

Q1: Who is an eligible applicant?

A. The applicant must be a local or regional public agency, transit agency, or federally recognized tribal government. Nonprofit organizations may partner with eligible applicants, as sub-applicants.

Q2: Are school districts, special districts, Metropolitan Transit Agencies (MTA), Metropolitan Planning Organizations (MPOs), or Joint Powers Authorities (JPA) eligible applicants?

A. The applicant must be a local or regional public agency, transit agency, or federally recognized tribal government.

Public agency status is determined based on the agency's enacting documents. Additionally, it must be established that the agency has jurisdiction over the public space being improved.

Q3: Who can be a sub-applicant? For instance, can an artist be a sub-applicant?

A. Although anyone can be a sub-applicant, most frequently they are other public agencies or non-profits. Usually sub-applicants contribute funds or

project development work such as project management, design, or contract administration. The work they provide must add value to the project in some way. While an artist can be listed as a sub-applicant, this is not necessary.

Q4: How would you define a "project"?

A. A project can include multiple elements such as infrastructure and non-infrastructure elements, as well as multiple locations. For example, one project may include installation of lighting, litter abatement, and painting of a mural. All infrastructure and non-infrastructure project elements must be included in their respective cost proposals on the CCLGP website.

Q5: Can I submit multiple projects in one application?

A. One application can contain more than one project element and can include both infrastructure and non-infrastructure elements, but all elements must be under one project. Applications that include multiple elements may be more competitive.

Q6: Can an agency submit multiple applications?

A. Yes. There is no limit to the number of applications an applicant can submit. Also, multiple departments within one agency can submit separate applications.

Q7: Do I need to submit a City Council resolution (or similar approval document) for my project with my application?

A. A City Council Resolution or similar approval document is not required to be submitted with an application. A resolution will be required at the time a grant agreement is executed. See the template of the [Restricted Grant Agreement](#) for details.

Q8: Can a project that has already received funding from another program apply for additional funding with this grant?

A. CCLGP funds cannot be used to supplant existing funds. If the project is adding scope, that portion of the project may be eligible for CCLGP funds.

Q9: If an application includes both infrastructure and non-infrastructure components, do cost proposals need to be submitted for each?

A. Yes.

Q10: Is there a limit to the number of sub-applicants that can be included?

  A. No.

Q11: How detailed do the engineering and/or project plans submitted with the Scope need to be?

  A. Applications that more strongly support a project can be completed by the project delivery date of June 30, 20**24** will be more competitive. The level of detail needs to be sufficient to support the scope, schedule, and budget in the grant application.

Q12. What is a PSR or PSR equivalent?

  A. Project Study Reports (PSR) and PSR equivalents are engineering reports whose purpose is to document an agreement on the scope, schedule, and estimated cost of a project. The PSR or PSR equivalent shall be prepared under the direction of a California registered Civil Engineer.

  If you already have a PSR or PSR equivalent for your project, attach it to your application, in section 3.1, "ATTACHMENTS", in the "**Attachment D:** For Infrastructure Projects, Project Study Report or Equivalent with Engineer's Stamp" field.

  If you do not already have a PSR or PSR equivalent for your project, and your project is on the State Highway System, or off the State Highway System but will nonetheless impact a State right-of-way or facility, you should consult your District Contact listed on the CCLGP website about PSRs as soon as possible.

  Projects off the State Highway System that will NOT impact State right-of-way may consider the completed application with all required attachments as the PSR equivalent. These applicants must also ensure that certain topics are thoroughly addressed in other parts of the application package. They should complete the form "Checklist for Agencies Considering their Application as a PSR Equivalent" and attach this to their application, in the "**Attachment D:** For Infrastructure Projects, Project Study Report or Equivalent with Engineer's Stamp" field.

  See the section "Complete Attachment D: For Infrastructure Projects, Project Study Report or Equivalent" in the Application Instructions for more information.

Award Process and Administrative Requirements

Q13: Is it possible for the same agency to be awarded multiple grants if they submit multiple applications?

    A. Yes.

Q14: Are indirect costs eligible for reimbursement?

    A. Awardees may only claim an indirect cost rate that is approved by the California Department of Transportation Independent Office of Audits and Investigations, or the applicant's cognizant agency. Also, if claiming indirect costs, an approved indirect cost rate will need to be included in the grant agreement. To obtain or update an indirect cost rate with Caltrans, please visit this link for instructions: https://ig.dot.ca.gov/resources.

Q15: Will CCLGP projects fall under our Master Agreement?

    A. The Master Agreement/Program Supplement process will not be used for this program. Awardees will need to execute a Restricted Grant Agreement (RGA) with Caltrans. See the template of the Restricted Grant Agreement for details.

Q16: Can I use grant money to add work to an existing project, or do I have to create a new project?

    A. You're not prohibited from using grant money to add work to an existing project, however if you do this you need to make sure that you are complying with all the laws, regulations, and guidelines from the other grant program in addition to the CCLGP.

Public Engagement

Q17: Does public engagement need to be completed before the proposal is submitted on 2/1/22?

    A. The application needs to show the need for the project was identified through a public engagement process. That process needs to be explained in the project narrative portion of the application, which is submitted as Attachment A of the application. More information can be found in the section, "1. Narrative," (third bullet) of the Guidelines and also in the Attachment A: Project Narrative template on the CCLGP website.

Q18: Do we need to do new community engagement for our project, or can we use the results of past community engagement events or needs assessments related to our proposed project to satisfy our engagement requirement?

A. New community engagement does not need to be conducted for your project if past engagement related to your project was performed that reflects community priorities and is consistent with local or regional plans. Examples of these plans are general plans, specific plans, bicycle and/or pedestrian plans, and complete street plans. Your project should also align with the public outreach that occurred before or during the preparation of these plans.

Q19: What is the expectation for public engagement for this program considering COVID-19?

A. In-person engagement events are not expected. Online engagement activities such as online workshops and surveys that follow locally approved community engagement polices are sufficient forms of community engagement. More information can be found in the section, "1. Narrative," ([third bullet](#)) of the Guidelines.

Q20: How do I find volunteers for my project?

A. California Volunteers is an excellent resource for finding volunteers. Please visit the following link for more information: https://www.californiavolunteers.ca.gov/.

Competitive Projects

Q21: How can I make my application competitive?

A. Please see the "Selection Criteria" section of the grant guidelines.

Q22: Will preference be made to projects that are shovel-ready?

A. Projects that can clearly be completed by the project delivery date of June 30, 2024 will be more competitive.

Q23: Are projects with multiple elements, such as infrastructure and non-infrastructure elements, more competitive?

A. Projects that have more than one element may be more competitive if these elements meet the grant objectives.

Q24: Are projects with a higher local match requirement more competitive?

A. The amount of the required local match is not an evaluation criterion.

Q25: Would it be better to submit more applications with smaller projects, or one application with one large project?

A. The scoring is designed to prioritize quality of transformation over quantity of space transformed. However, applications that include multiple types of project elements may be more competitive.

Q26: Is a project more competitive if it's adjacent to or on Caltrans property?

A. The CCLGP program is intended to beautify and improve public spaces in local communities that meet the program's goals and objectives. Caltrans has separate funding for projects on the State's right-of-way.

Underserved Communities

Q27: Is required local match determined by the disadvantage of the agency or the project location?

A. The local match is determined by the disadvantage of the project location. The required local match will decrease as the disadvantage of the community surrounding the project increases. This is an important change to the draft guidelines. See the section, "Local Match Requirement," in the final guidelines for details.

Q28: Now that CalEnviroScreen 4.0 Final is available, should I use that instead of 3.0?

A. No. Since the map of SB 535 Disadvantaged Communities based on CalEnviroScreen 4.0 was still in draft form at time of writing the program guidelines, please use CalEnviroScreen 3.0.

Eligible Expenditures and Activities

Q29: Are renewable and clean energy technologies considered an eligible activity?

A. This may be an eligible item if it meets the goals and objectives of the program, and can be completed by June 30, 2024.

Q30: Would the public engagement portion of the project that occurred prior to the application submittal be considered an eligible expenditure?

A. Work performed prior to the execution of the grant agreement is ineligible for reimbursement.

Q31: Is maintenance an eligible activity?

A. Maintenance of a project improvement is not a reimbursable expense. However, it can be an in-kind contribution if it occurs prior to June 30, 2024.

Q32: Is the construction of a new landscaped median island on a local road eligible?

A. This may be an eligible item if it meets the goals and objectives of the program, and can be completed by June 30, 2024.

Q33: Is vegetation or invasive species management an eligible activity?

A. This may be an eligible item if it meets the goals and objectives of the program, and can be completed by June 30, 2024.

Q34: Are new transportation connections such as bike lanes, pedestrian paths, or sidewalks eligible?

A. This may be an eligible item if it meets the goals and objectives of the program, and can be completed by June 30, 2024.

Q35: Is pavement rehabilitation an eligible activity?

A. Replacing impermeable pavement with permeable pavement or pavement alternatives such as wood chips are eligible activities if performance of the work accomplishes the goals and objectives of the program, and can be completed by June 30, 2024.

Q36: Can funds only be used towards construction or implementation expenses, or can they also be used for project-related expenses such as administration, design, and environmental review?

A. Generally, project-related costs that meet the program guidelines, goals, and objectives, and that can be completed by June 30, 2024 are eligible expenses.

Q37: If our agency is not underserved or disadvantaged, can we still apply?

A. Yes. Projects that benefit underserved communities, either directly or indirectly, are competitive, regardless of the agency.

Q38: Does the project have to relate to transportation?

A. Eligible projects must meet program goals and objectives to beautify and clean up local streets and roads, tribal lands, parks, pathways, transit centers, and other public spaces.

Q39: Is graffiti abatement considered an eligible activity?

A. This may be an eligible activity if it meets the goals and objectives of the program, and the activities can be completed by June 30, 2024.

Funding

Q40: Does this program involve federal money?

A. The CCLGP is 100% state funded.

Q41: Do projects require California Transportation Commission (CTC) allocation of funds?

A. Funds for the CCLPG are not allocated through the CTC.

Q42: Will there be future rounds for this grant?

A. Currently the legislature authorized a one-time budget for the CCLGP.

Q43: Is the $5 million maximum per grant application or per Agency?

A. The $5 million maximum is per grant application.

Q44: Can funding be used to support smaller components of a larger project that exceeds $5 million?

A. CCLGP funds cannot supplant other funds. However, if the proposed smaller components meet the goals and objectives of the program and are not already funded by another program, they may be eligible. The smaller components must all be completed by June 30, 2024 to be eligible.

Partnering with Caltrans

Q45: Where can I get information about the Caltrans encroachment permit process?

A. Please visit the following website for information on the Caltrans encroachment permit process: https://dot.ca.gov/programs/traffic-operations/ep.

Partnering with Other Agencies

Q46: If one agency will implement the project and another agency will maintain it, how should this be conveyed through the application?

A. This must be explained in the Narrative portion of the application in the discussion on the maintenance plan. Also, the application must include a formal letter of commitment from the agency performing the in-kind services.

Permits

Q47: Do we need to obtain all permits and approvals for the project prior to submitting the application on 2/1/22?

A. It is recommended that you obtain all permits and approvals for the project prior to submitting the application to ensure the June 30, 2024 project delivery deadline can be met.

Q48: Will CEQA Environmental Review be required?

A. CEQA requirements are not waived for this program.

Timeline and Deadlines

Q49: Can we spend local match funds after the June 30, 2024 deadline?

A. All funds must be expended by June 30, 2024.

Q50: Can the June 30, 2024 project delivery deadline be extended?

A. There is no authority to extend the project delivery deadline.

Miscellaneous

Q51: Will signs notifying the public that this is a Clean CA project be required?

A. There are currently no sign requirements for this program.

Q52: Will Right-of-Way (RW) Certification be required?

A. All infrastructure projects will need RW Certification.

Q53: Which project elements are considered "infrastructure" elements?

A. While some project elements, such as education campaigns, are clearly not infrastructure, it is not as clear whether other elements (e.g. murals) are infrastructure or non-infrastructure.

This determination may be based on where and how the item is being placed or installed. As an example, the Local Assistance Procedure Manual (LAPM) defines non-infrastructure as: "transportation-related projects that will NOT involve engineering design, right of way acquisition, and the eventual physical construction of transportation facilities." Thus, if an art project requires any of those three processes, it may require additional considerations that normally apply to infrastructure projects, per Caltrans' definition of non-infrastructure.

In sum, please work with your local engineer and follow your agency's applicable laws, regulations, and policies to determine whether a project element should be considered infrastructure or non-infrastructure.