

Option 1

Using Area Median Income

Option 1: Using Area Median Income

This document describes how to use **Option 1, Area Median Income** to determine a project's required local match. The area median household incomes and populations of census tracts will be obtained from the US Census Bureau Website using the *2021 American Community Survey 5-year Estimates*.

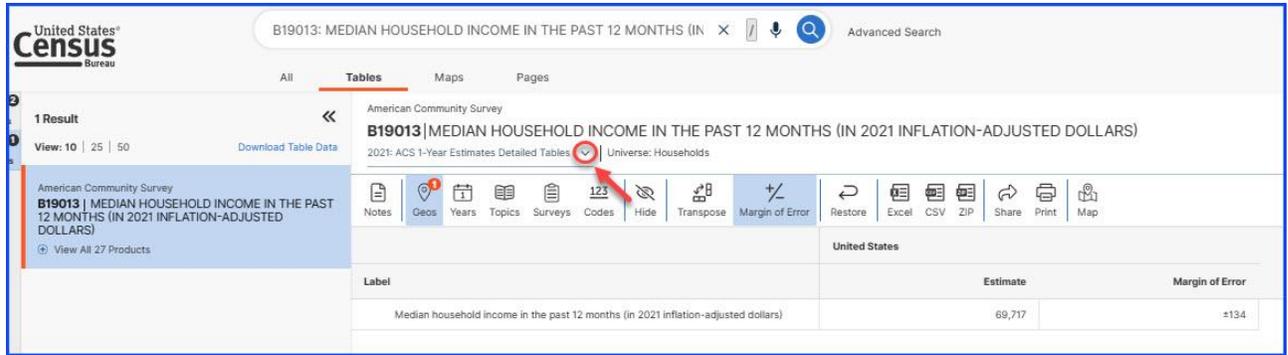
Before you can determine your project's required local match you first need to identify the ½ mile buffer around your project. If you have not done so yet, you can find information on how to do this on the [CCLGP website](#) in the document called "START HERE: Determine the Half Mile Limits Around Your Project." The document contains suggestions for how to use Google Maps to identify the limits around your project. Once you have determined the ½ mile buffer proceed with the directions below.

1. Finding Local Match

- Example project site: **Bandini Canyon Park, San Pedro, CA.**
- Go to: [Explore Census Data](#)
- Type "B19013" in the search bar.
- Select the first drop box down option, "B19013," shown highlighted below.

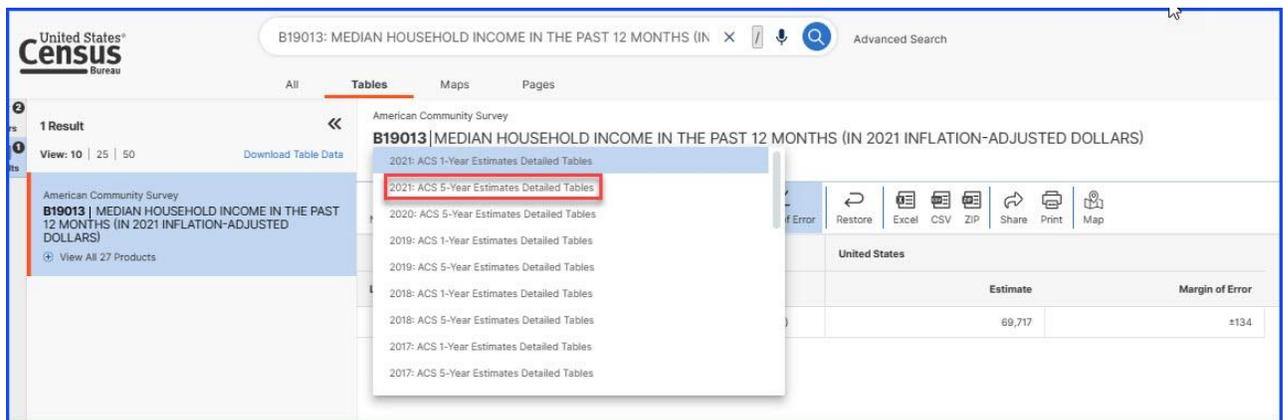


2. Locate the dropdown list shown here and click on the arrow to open the list.

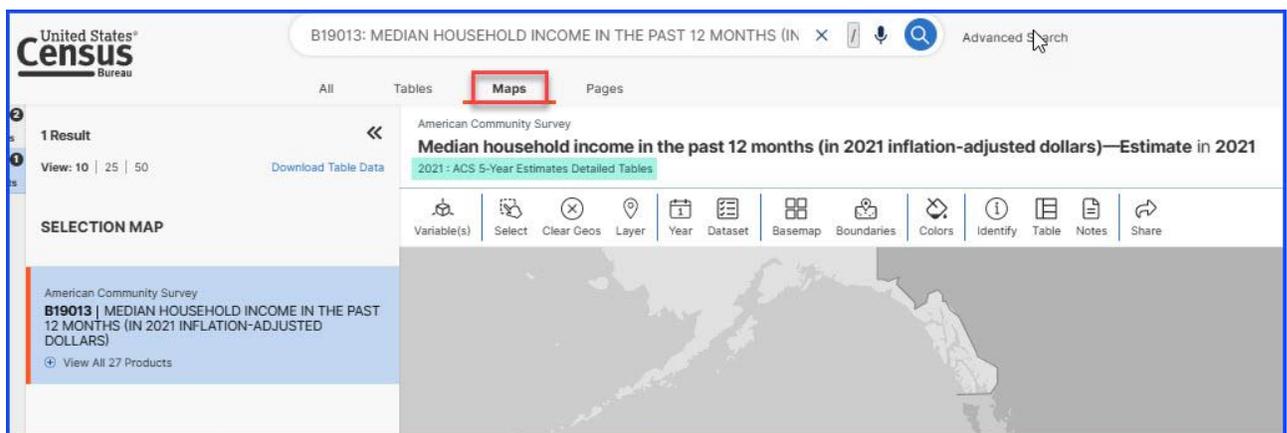


3. Select the **2021: ACS 5-Year Estimates Detailed Tables**.

Note, if your census tracts do not have 2021 data yet, you may use the latest data available for your community (e.g., "2020: ACS 5-Year Estimates Detailed Tables")

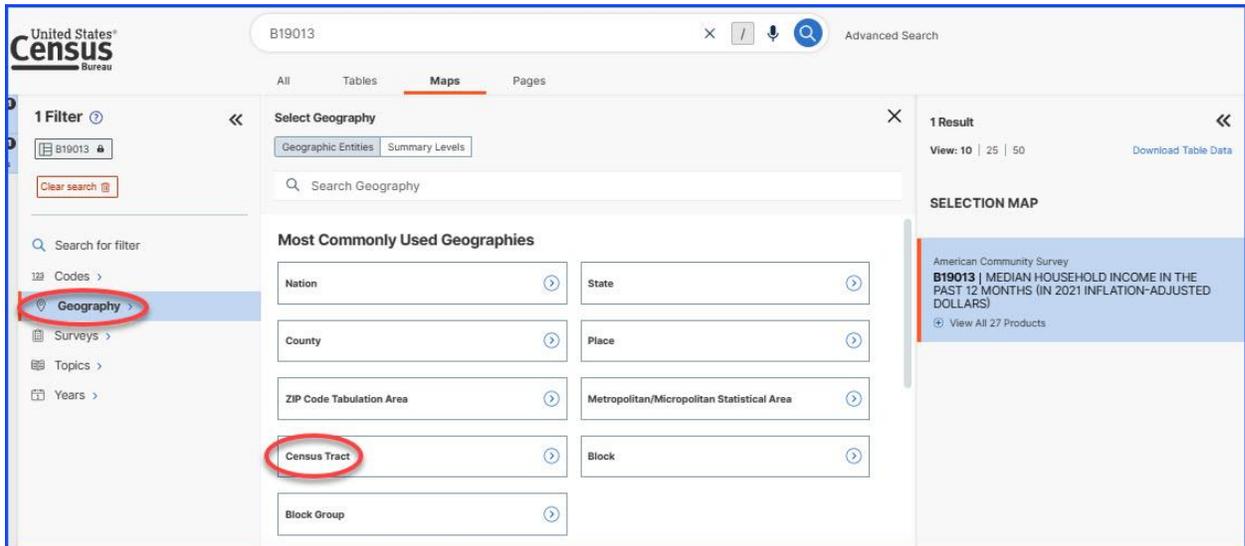


4. Select the "Maps" tab from the ribbon.

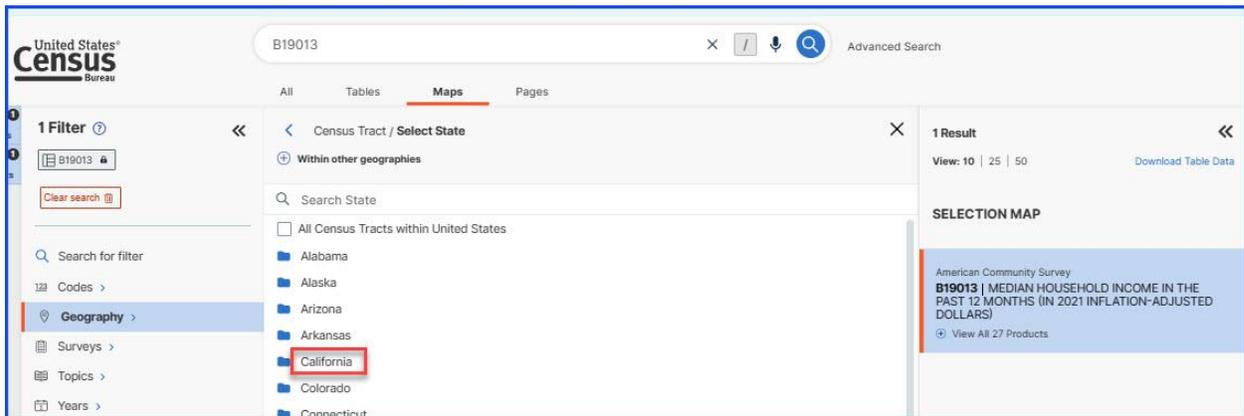


5. Click on "Geography,"

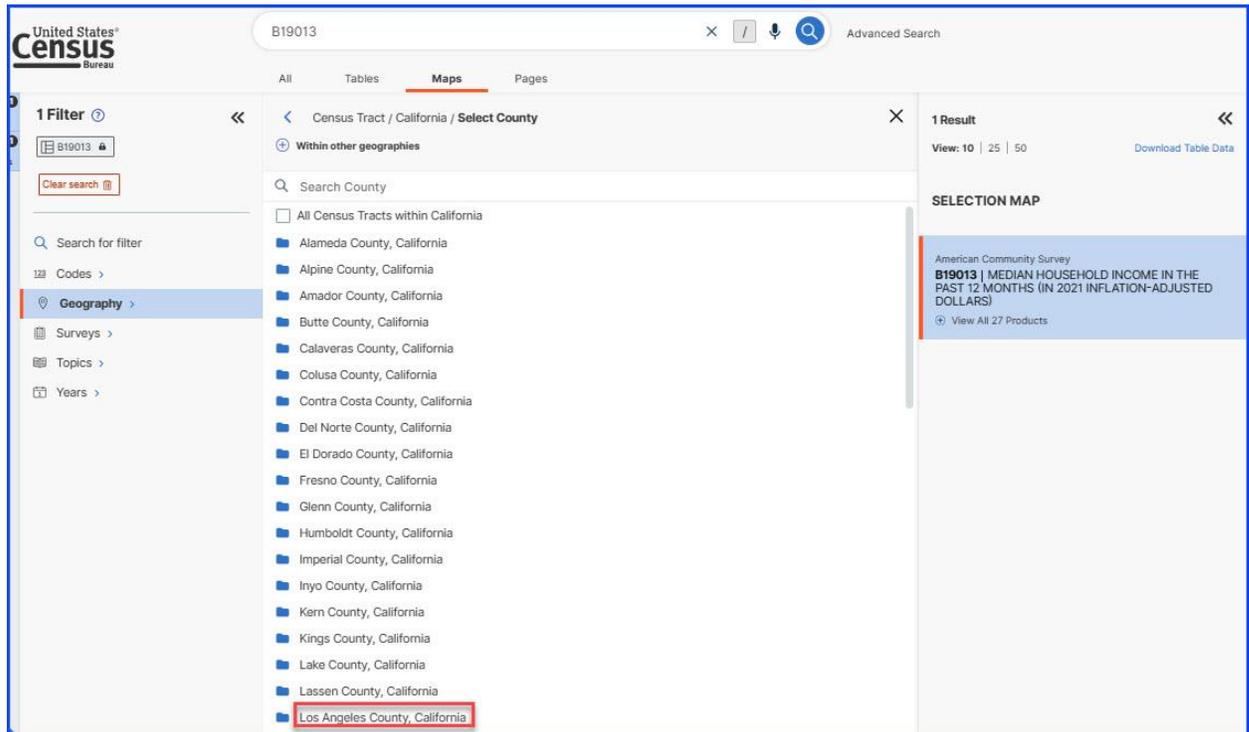
- Select "Census Tract," and pause while it loads.
- Communities with a population of less than 15,000 may select "Block Group" instead, and unincorporated communities may select "Place" instead. If you are using Block Group or Place level data, all the below steps should still apply, except where it says, "Census Tract" you will need to substitute those words with either "Block Group" or "Place." If you have any questions on using Block Group or Place level census data, please email us at CleanCA.LocalGrant@dot.ca.gov.



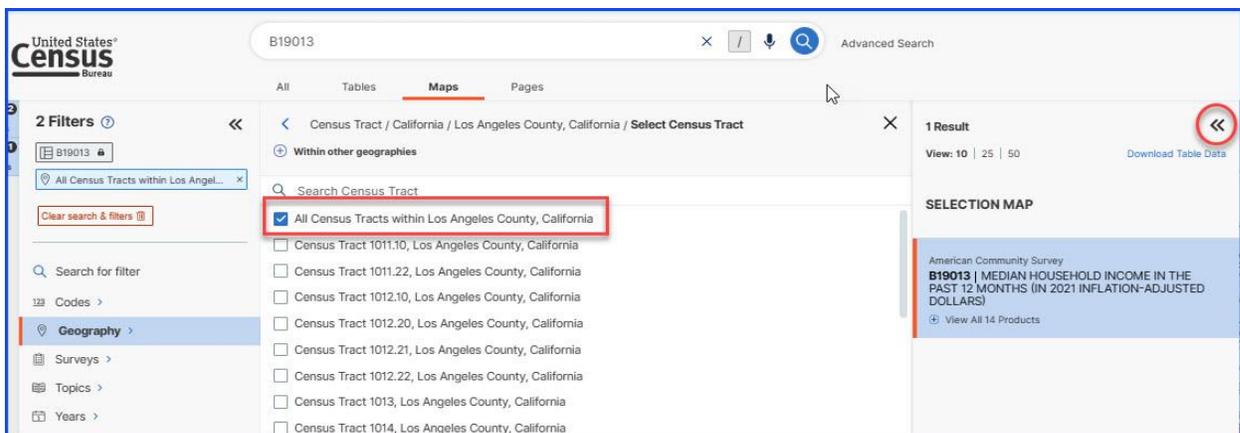
6. Select "California," pause while it loads.



7. Scroll down and select the **county in which your project is located** (although you can pick “All Census Tracts within California,” this is not recommended as this choice will likely bog down your computer). This example uses *Los Angeles County*.

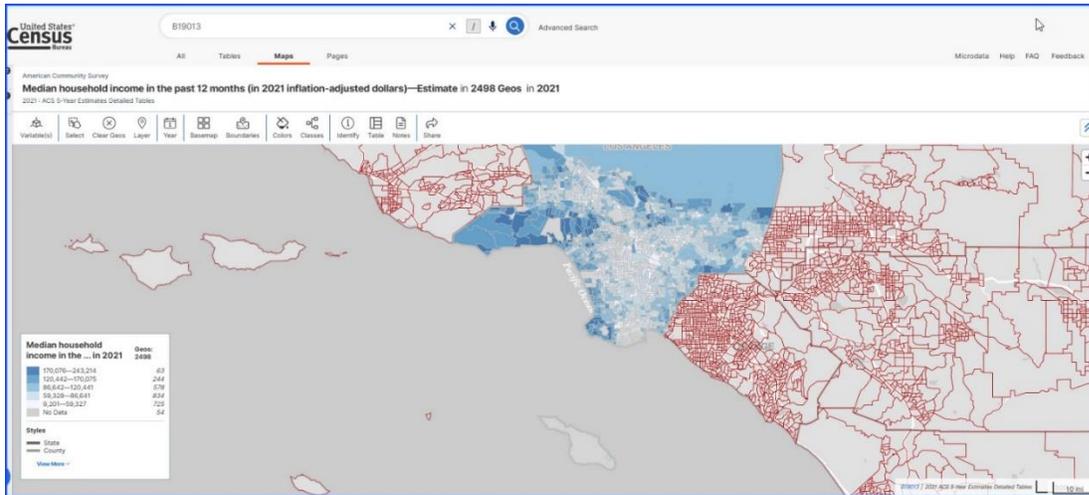


8. Select “All Census Tracts within *Los Angeles County, California*.” Pause for loading.
- Click on the two arrows in the upper right corner of the page, “<<”, highlighted below.

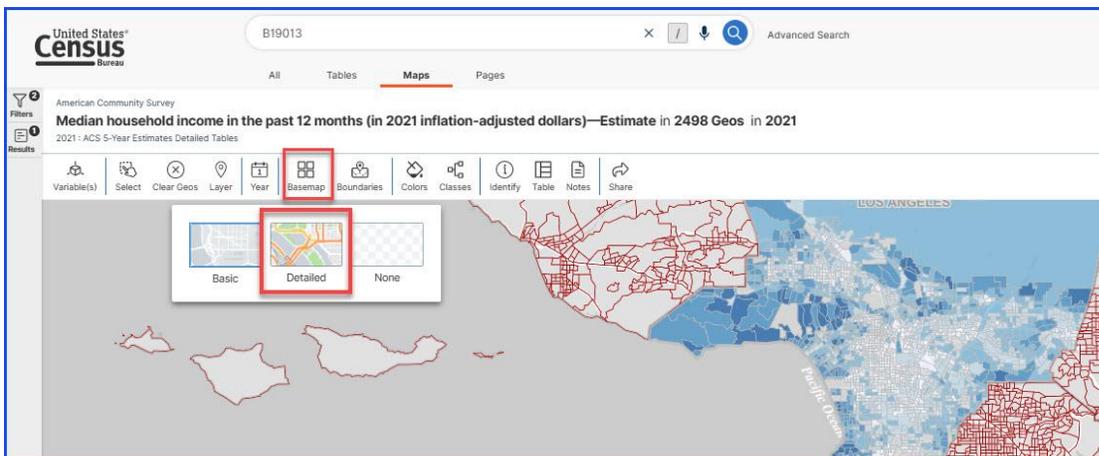


9. Now you can zoom in and find your project census tracts.

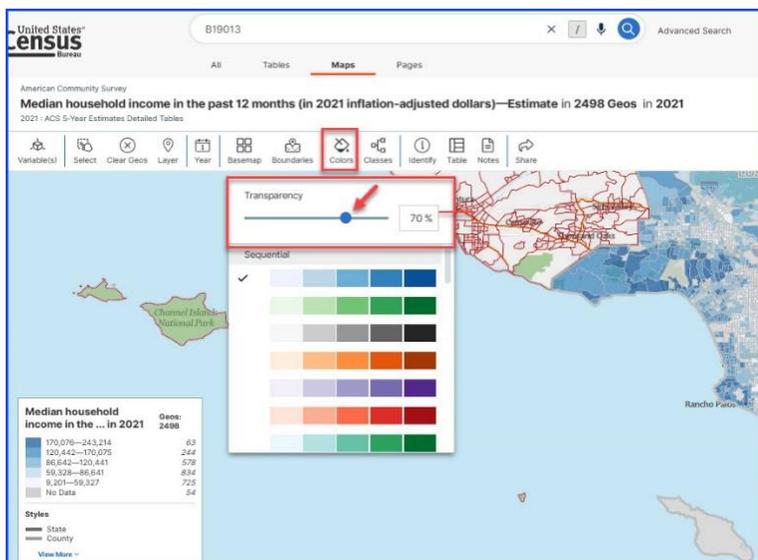
- **See the two tips below for making this easier.**



- **TIP 1.** To make road and highways more visible, click on “Basemap” on the toolbar and choose “Detailed.”

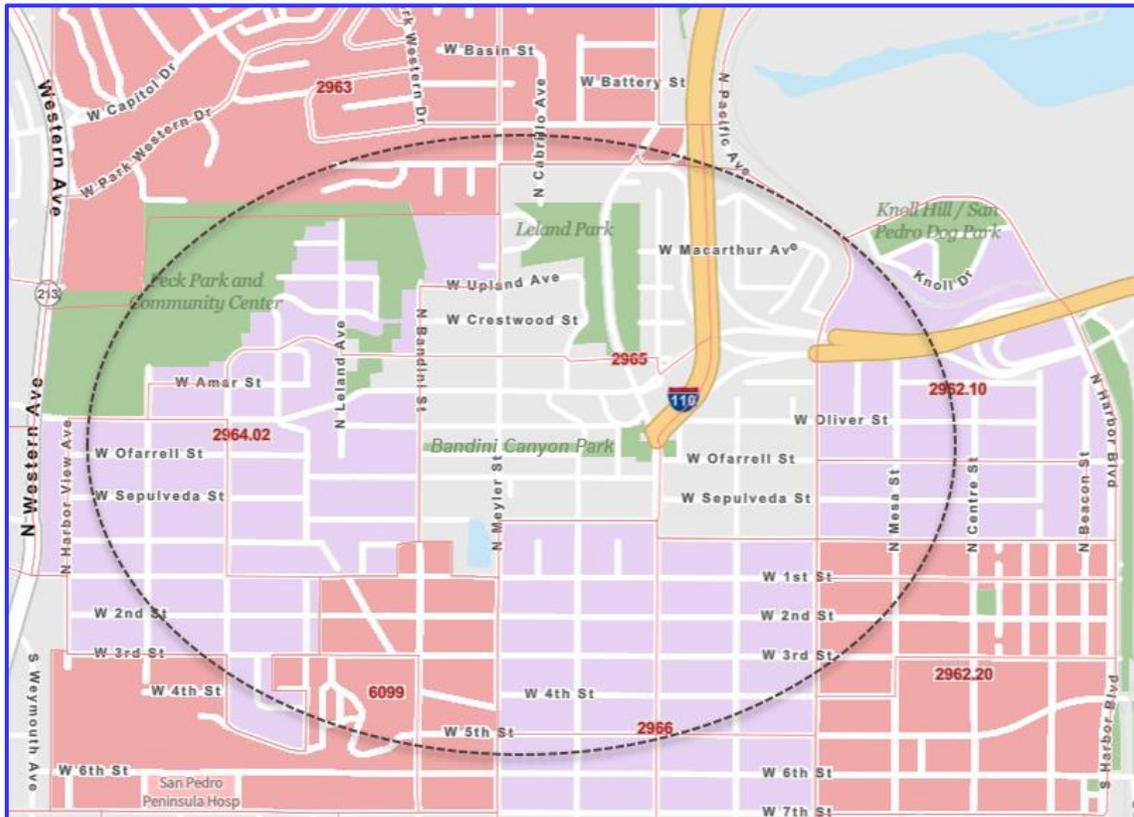


- **TIP 2.** Increase the transparency to see the roads better. Click on the “Colors” button on the toolbar, then slide the Transparency button.

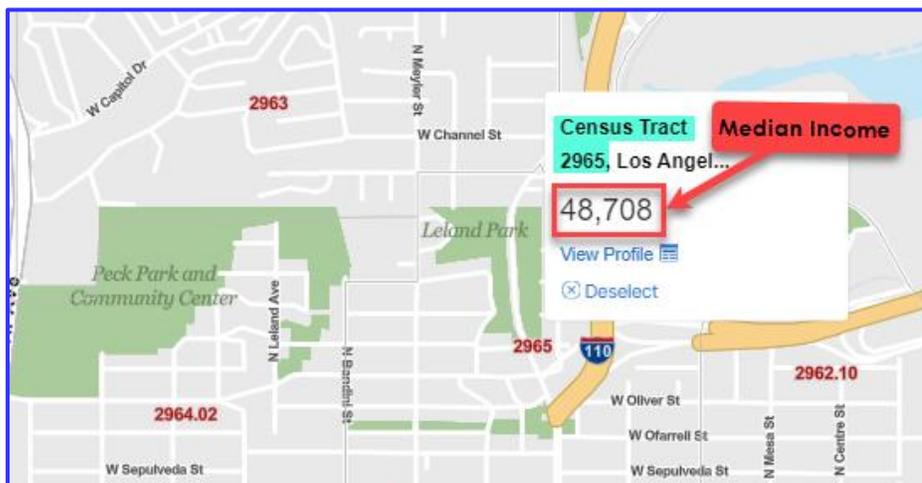


10. Identify the ½ mile buffer around your project using the roads and landmarks noted in Google Maps when completing the “Start Here - Determine the Half Mile Limits Around Your Project” tutorial on the CCLGP website.

- The census tracts within the ½ mile buffer of this example project are **2962.10, 2962.20, 2963.00, 2964.02, 2965.00, 2966.00 and 6099.00**.
- Note that some of these census tracts, such as 2963.00, do not fall completely within the half mile buffer. You will still include the data for the entire census tract in your calculations.



- Click on each of the census tracts that are (fully or partially) **within** the ½ mile buffer of the project site to find the median income of that census tract. The *median income* is in the pop-up that appears after you click on a census tract. For example, the median income for tract 2965.00 appears here:



11. Start to fill in Table 1, in the first tab of the Local Match Calculation Form, by recording the census tract number and median income for each of the census tracts (add additional rows if needed).

If the project has multiple sites, repeat this process for each of the other sites. For instance, if there was a second project site, you would enter the census tracts within the ½ mile buffer of that site location using the below rows of Table 1 under “Project Site B” and repeat the same steps used to complete the rows under “Project Site A.”

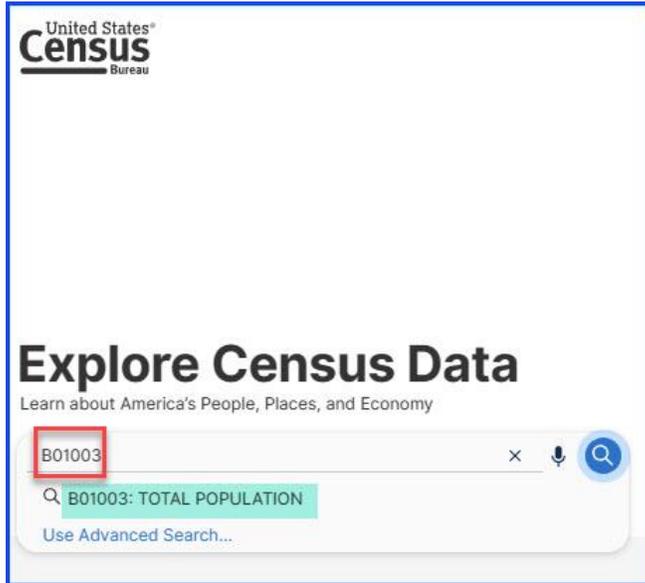
Notes: **Be sure to fill in which option you are using at the top of Table 1, where the red arrow is pointing.** Also, if additional rows in Table 1 are needed for your project site(s), you can add as many rows as needed, just be aware the formulas will not carry over to the new rows, and you will need to apply the formulas to the new rows added yourself.

Table 1. SOD of Community Surrounding the Project Site(s)				
List the Option Used to Determine SOD: 				Option 1: Area Median Income (AMI)
(For information on the 4 options, see the program guidelines section “Underserved Communities”.)				
Location Relative to Project Site(s)	Census Tract Number*	Census Tract Population	Metric Score of Census Tract (using the chosen option listed above)	SOD of Tract (3) x (4)
(1)	(2)	(3)	(4)	(5)
Project Site A				
Within a ½ mile radius of the perimeter of the project site.	2962.10		48,085.00	-
Within a ½ mile radius of the perimeter of the project site.	2962.20		34,894.00	-
Within a ½ mile radius of the perimeter of the project site.	2963.00		86,576.00	-
Within a ½ mile radius of the perimeter of the project site.	2964.02		137,379.00	-
Within a ½ mile radius of the perimeter of the project site.	2965.00		48,708.00	-
Within a ½ mile radius of the perimeter of the project site.	2966.00		43,621.00	-
Within a ½ mile radius of the perimeter of the project site.	6099.00		79,219.00	-
Project Site B				
Within a ½ mile radius of the perimeter of the project site.	0.00		0.00	-
Within a ½ mile radius of the perimeter of the project site.	0.00		0.00	-
Within a ½ mile radius of the perimeter of the project site.	0.00		0.00	-
Within a ½ mile radius of the perimeter of the project site.	0.00		0.00	-
TOTALS		-		-
SOD of Community Surrounding the Project = Total of Column 5				
Total of Column 3				

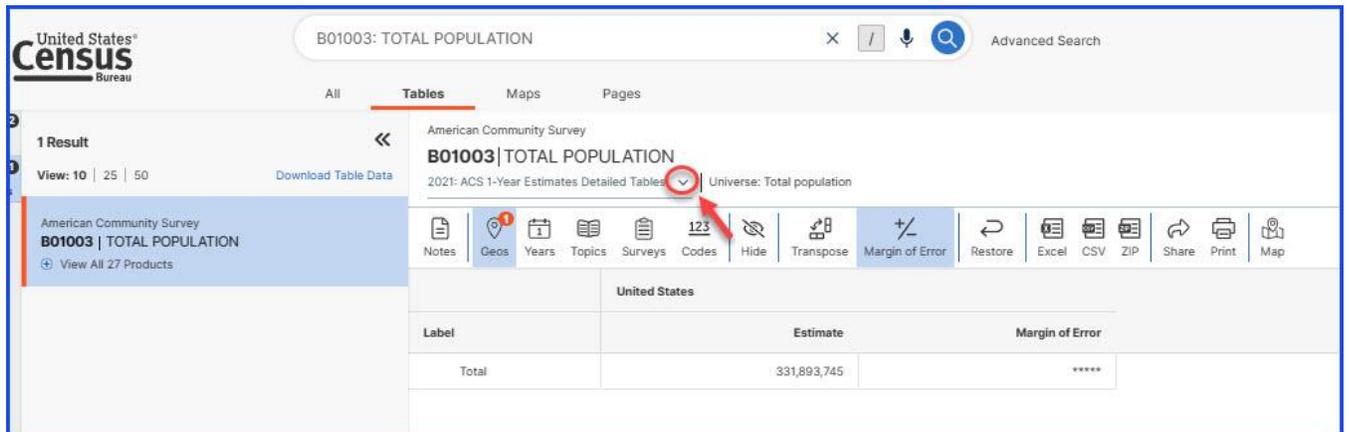
Notes: *Communities with a population of less than 15,000 may use data at the Census Block Group level. Unincorporated communities may use data at the Census Place level.

12. Now that you have recorded the median income of each tract surrounding your project site, the next step is to determine the **population** for each of those tracts. To do this you will start the process again, using a different report.

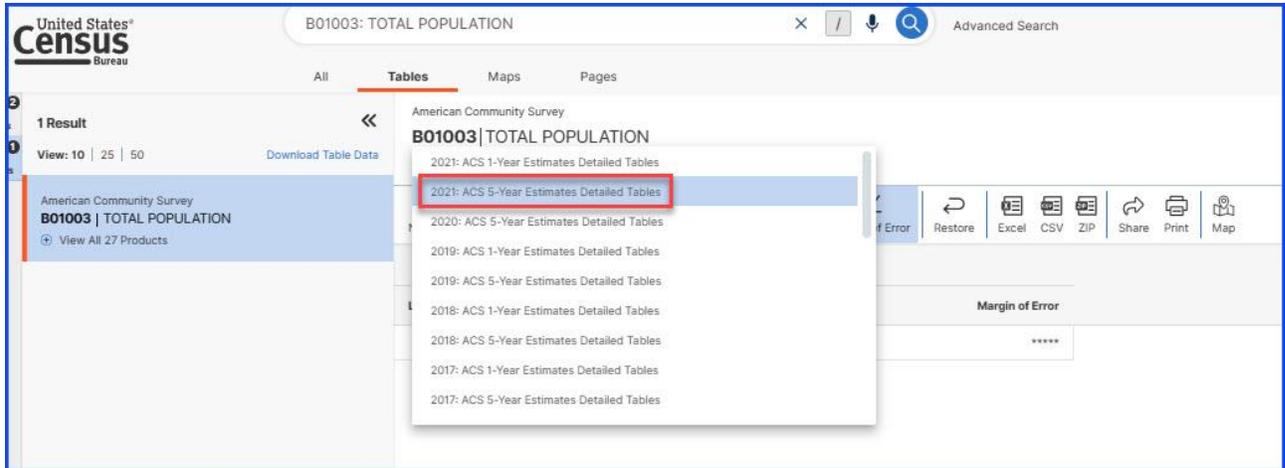
- Return to [Explore Census Data](#)
- Type “**B01003**” in the search bar.



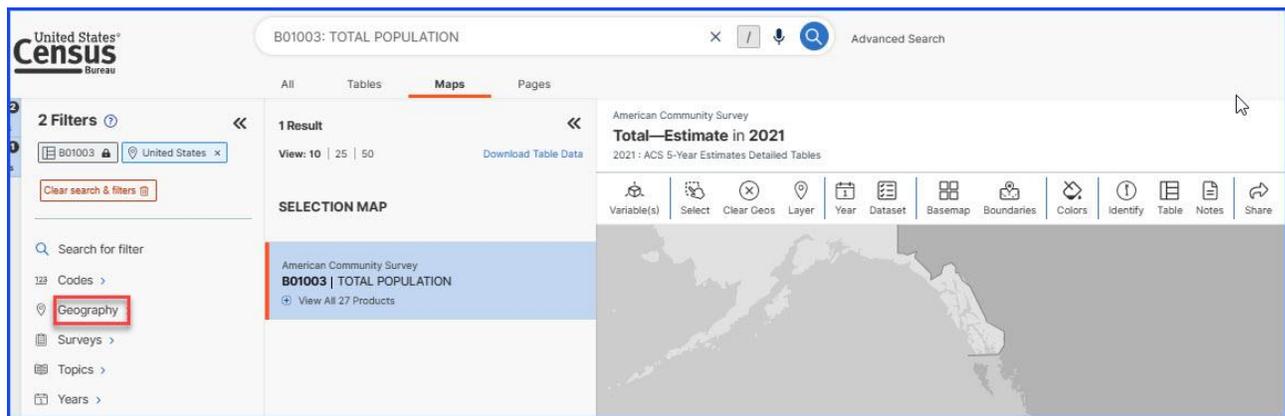
13. Locate the dropdown list shown here and click on the arrow to open the list.



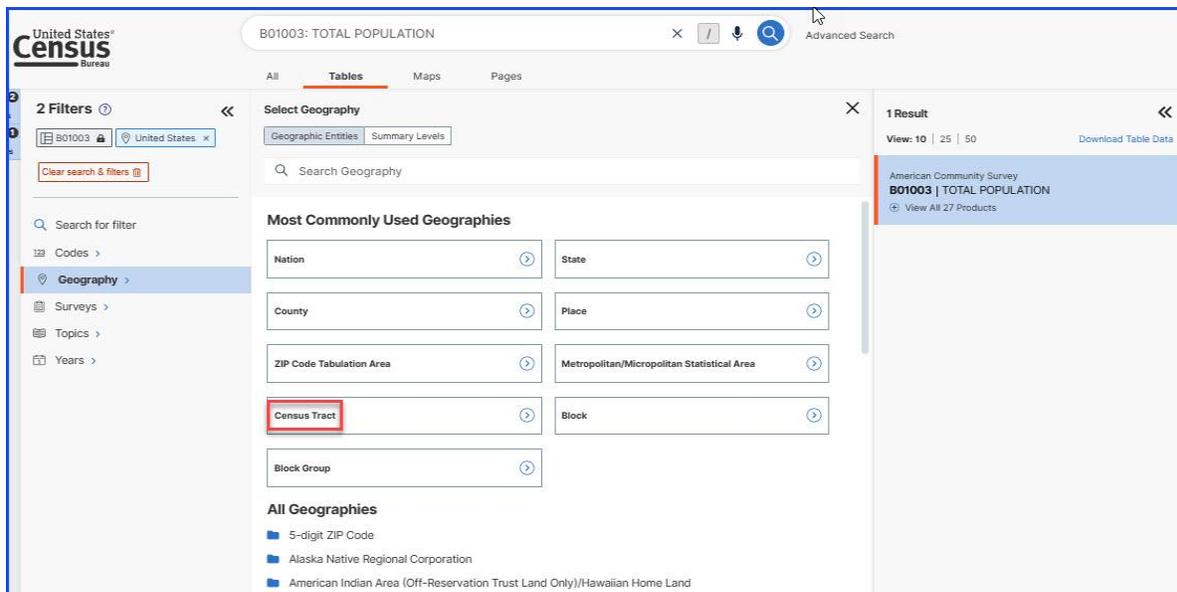
14. Select the **2021: ACS 5-Year Estimates Detailed Tables**



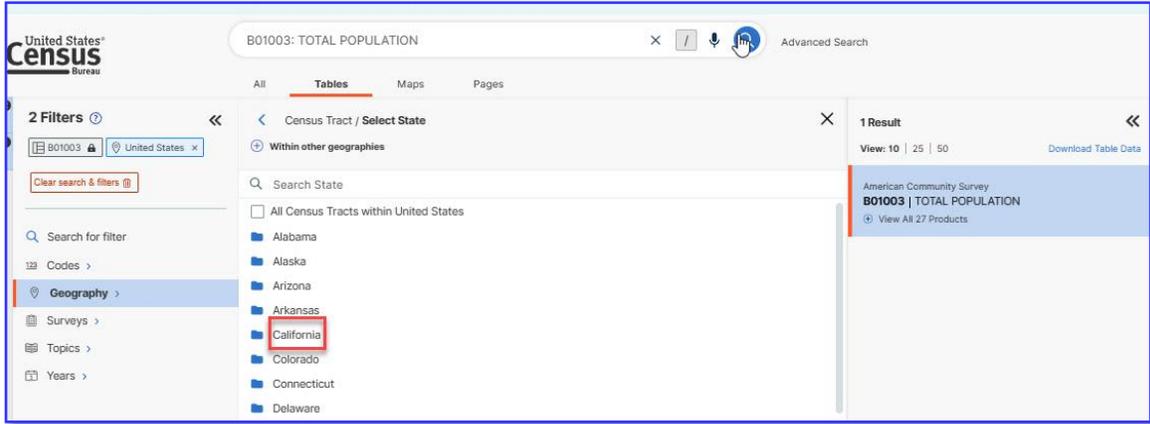
15. Select the "Geography" filter on the left.



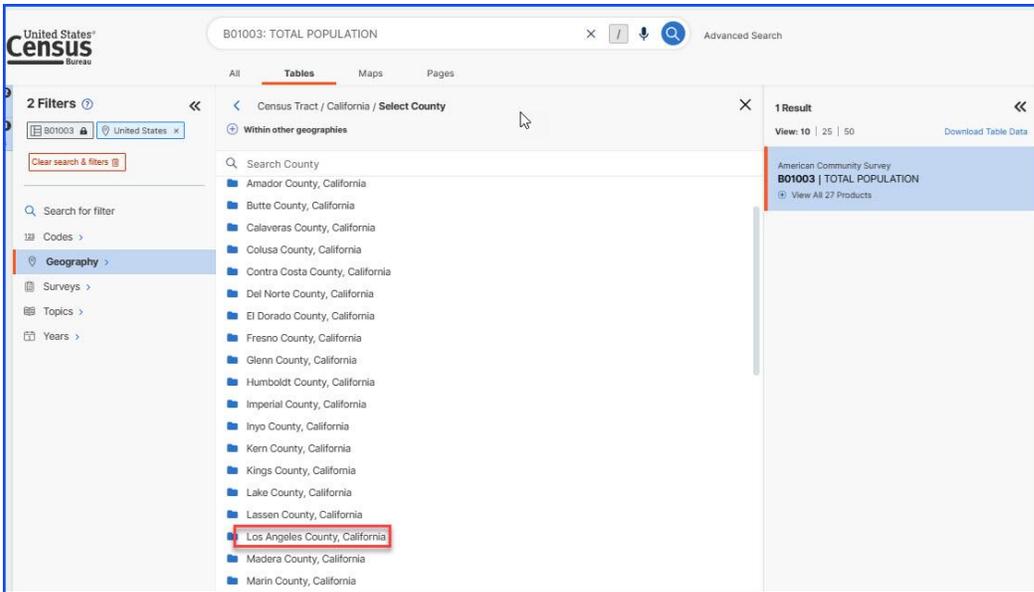
16. Repeat the process you did earlier to show all the census tracts in a county. First select "Census Tract" (or "Block Group" or "Place", if that data applies to your community instead. See Step 5 for details).



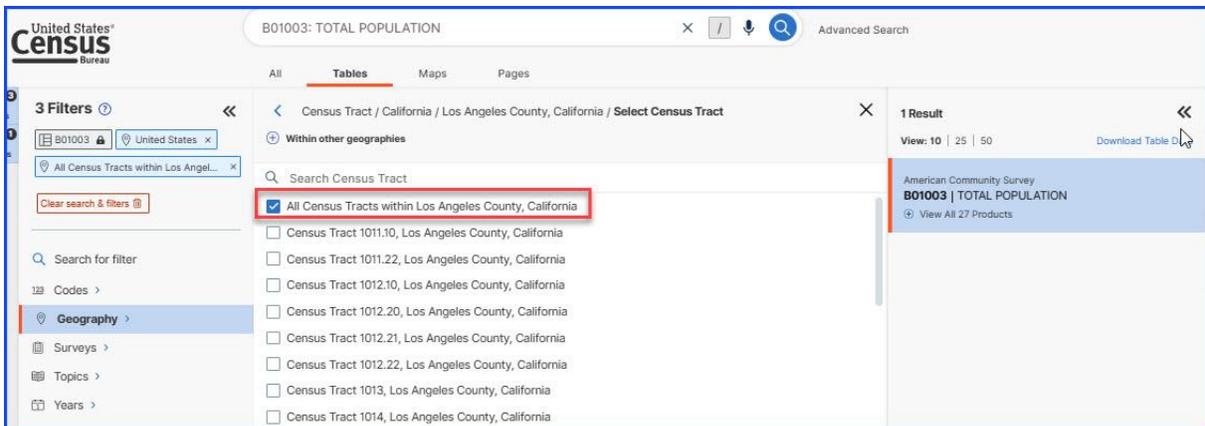
17. Select "California".



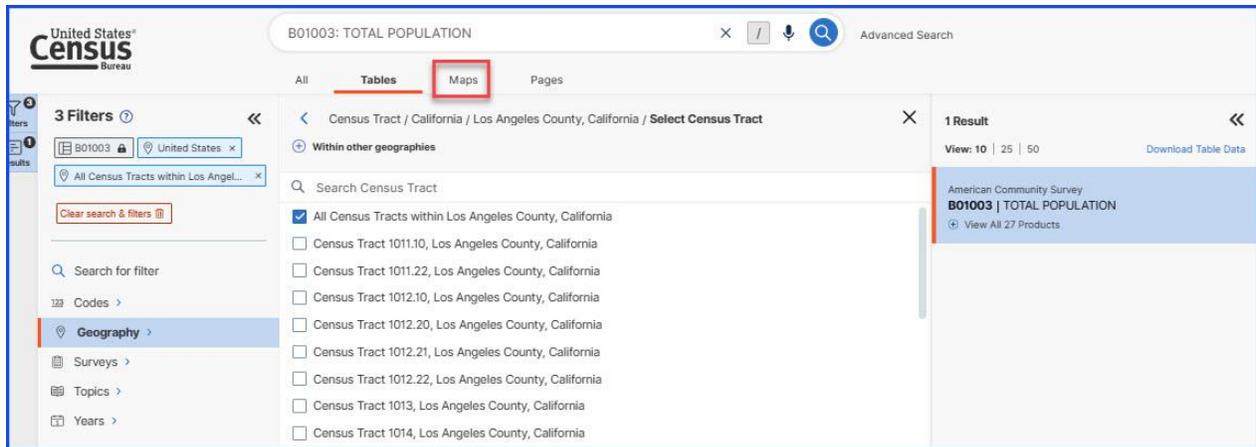
18. Select the County you want, this example again uses "Los Angeles County."



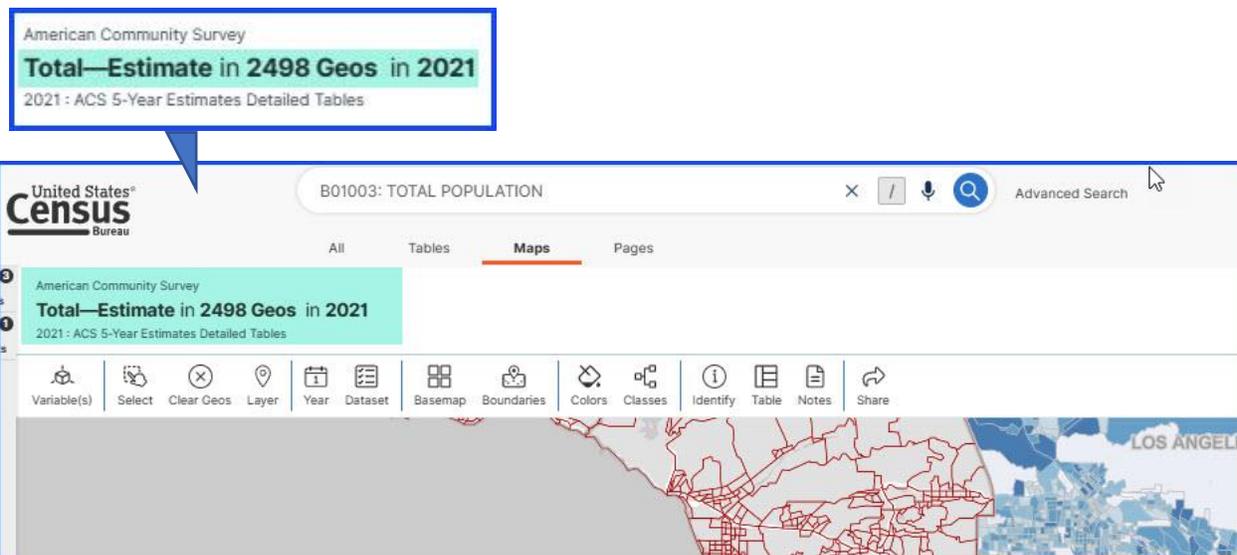
19. Select, "All Census Tracts within Los Angeles County, California."



20. Click on “Maps” at the top of the ribbon.

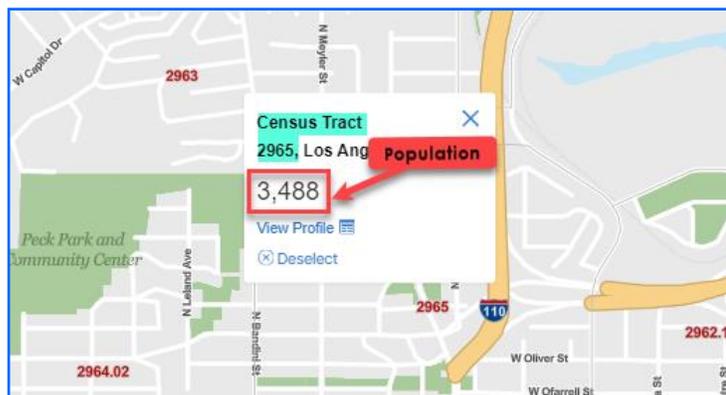


21. After clicking “Maps” confirm that you see this heading at the top of the map (the below heading might take a minute to load).



22. Your map should now show the *population* of each census tract based on the **2021: ACS 5-year Estimate**. You can use the “Basemaps” tab to show the roads, and the “Colors” tab to change the transparency and zoom in to find each of the census tracts within the ½ mile buffer of the project site.

23. Click on each of the census tracts that are (*fully or partially*) **within** the ½ mile buffer of the project site to find the *population* data. For example, the *population* for tract 2965.00 appears here:



24. Add the population data to Table 1 as shown below. The table will automatically calculate the Severity of Disadvantage (SOD) of the Community Surrounding the Project, as long as you applied the formulas to any additional rows added to the table.

Table 1. SOD of Community Surrounding the Project Site(s)				
List the Option Used to Determine SOD: 				Option 1: Area Median Income (AMI)
(For information on the 4 options, see the program guidelines section "Underserved Communities".)				
Location Relative to Project Site(s) (1)	Census Tract Number* (2)	Census Tract Population (3)	Metric Score of Census Tract (using the chosen option listed above) (4)	SOD of Tract (3) x (4) (5)
Project Site A				
Within a ½ mile radius of the perimeter of the project site.	2962.10	3,878.00	48,085.00	186,473,630.00
Within a ½ mile radius of the perimeter of the project site.	2962.20	3,920.00	34,894.00	136,784,480.00
Within a ½ mile radius of the perimeter of the project site.	2963.00	4,563.00	86,576.00	395,046,288.00
Within a ½ mile radius of the perimeter of the project site.	2964.02	3,147.00	137,379.00	432,331,713.00
Within a ½ mile radius of the perimeter of the project site.	2965.00	3,488.00	48,708.00	169,893,504.00
Within a ½ mile radius of the perimeter of the project site.	2966.00	5,264.00	43,621.00	229,620,944.00
Within a ½ mile radius of the perimeter of the project site.	6099.00	1,964.00	79,219.00	155,586,116.00
Project Site B				
Within a ½ mile radius of the perimeter of the project site.	0.00	0	0.00	0
Within a ½ mile radius of the perimeter of the project site.	0.00	0	0.00	0
Within a ½ mile radius of the perimeter of the project site.	0.00	0	0.00	0
Within a ½ mile radius of the perimeter of the project site.	0.00	0	0.00	0
TOTALS		26,224.00		1,705,736,675.00
SOD of Community Surrounding the Project =			Total of Column 5 Total of Column 3	65,044.87
Notes: *Communities with a population of less than 15,000 may use data at the Census Block Group level. Unincorporated communities may use data at the Census Place level.				

- The value of the SOD is calculated as 65,044.87, which is rounded up to 65,045 (for decimal places .4 or less round down and for decimal places of .5 or greater round up.)

25. Use the SOD calculated in Table 1 to determine the Required Local Match percentage using Table 2 in the second tab of the Local Match Calculation Form.

In this example, the minimum required local match percentage is 37.5% of the total grant amount request.

Table 2. Severity of Disadvantage and Corresponding Local Match Requirement			
SOD Criteria	Ranges for SOD of Community Surrounding the Project	Required Local Match %	
Option 1: Area Median Income (AMI) compared to Statewide Median Income (SMI)*			
Data: Census Tract Level Data from the 2017-2021 American Community Survey 5-year (ACS5) Estimates			
If the AMI SOD of the surrounding community is...	> \$67,278	Then local match is...	50
	\$63,518 to \$67,278		37.5
	\$59,757 to \$63,517		25
	\$55,996 to \$59,756		12.5
	< \$55,996		0
Option 2: CalEnviroScreen 4.0 Score (not percentile)			
Data: CalEnviroScreen 4.0 Results			
If the CalEnviroScreen 4.0 SOD of the surrounding community is...	< 40	Then local match is...	50
	40 to 43		37.5
	44 to 47		25
	48 to 51		12.5
	> 51		0
Option 3: Percentage of Students that Receive Free or Reduced Lunches			
Data: California Department of Education website			
If the Free/Reduced Lunch SOD	< 75	Then local match is...	50
	75 to 79		37.5
	80 to 84		25
	85 to 90		12.5
	> 90		0
Option 4: Healthy Places Index (HPI) Score (use overall HPI score only)			
Data: California Healthy Places Index website			
If the HPI SOD of the surrounding community is...	> 25	Then local match is...	50
	21 to 25		37.5
	16 to 20		25
	10 to 15		12.5
	< 10		0
Option 5: Tribal Communities			
Data: List of Federally Recognized Tribal Governments in California			
If the project applicant or sub-applicant is a Federally Recognized Tribal Government and the project area is located within or partially within Federally Recognized Tribal Lands, lands owned by or held in trust for an Indian tribe, allotted lands, and/or sensitive tribal areas.		Then the local match is...	0
*Communities with a population less than 15,000 may use data at the Census Block Group level. Unincorporated communities may use data at the Census Place level.			
Enter your Required Local Match here:			37.5

You have computed the required local match using **Option 1, Area Median Income**.

If the required local match is greater than 0%, or if it is 0% but your agency is providing match funds voluntarily, please fill out the third tab of the Local Match Calculation Form. If neither of these situations apply to your agency, you can leave the third tab blank.

Note, some options may result in a smaller required local match. Applicants may choose to use the option that best represents their community. For more information, please see the section "Underserved Communities" of the Guidelines on the [CCLGP website](#).