Attachment I

Community Composting for Green Spaces Grant Program (CCG2),

Fiscal Year (FY) 2021–22 Scoring Criteria

An application may score a maximum of 100 general criteria points and 5 bonus points, for a total maximum possible score of 105 points. A 60-point minimum score is required to be considered eligible for funding. The highest scoring, passing application in each region will be selected for award. There are eight regions: Inland Empire, Greater Los Angeles Area, San Diego and Imperial Area, Sacramento Valley, San Joaquin Valley, San Francisco Bay Area, Northern Area, and Central Sierra. In addition to the individual scoring criteria listed below, consistency of information in the application package as a whole is taken into consideration.

Max Points, Scoring Category, and Description

25 Points: Project Implementation

Applicant provides a clear and concise description of all tasks, the process that will be used to complete the tasks, and the timeline for completing the tasks.
- Applicant clearly names and describes the Lead and any Non-Lead Applicants, and, if applicable, how entities will work together to implement the grant project.
- Applicant identifies the region they are applying for, states which counties are expected to have the most sites, identifies which Priority Populations within the Region they will target for project site development, and estimates the number of individual community composting project sites that that they will support with this grant.
- Applicant describes the process for developing community composting project sites. Applicant clearly describes plan for how the needs of each community composting project site will be identified, what services will be offered, and how those services will be delivered to each community composting project site, including any trees that will be planted and plans for maintaining trees.
- Applicant describes how compost will be distributed and used. Applicant estimates the quantity of compost that will be provided to residents of Priority Population communities. Applicant explains how the compost will be made available and any costs to the residents to obtain compost.
- Applicant describes any equipment that will be grant-funded to improve the composting process or reduce the amount of labor required for successful composting, such as micro-aerated static pile systems.
- Applicant describes clear and detailed plans for providing education on composting fundamentals including compost production, use, equipment, techniques, and best management practices to each project site to ensure success.
- Applicant describes plans for helping ensure community groups can successfully manage the site after the grant term ends, such as providing capacity-building training to each project site,

developing sustainable funding mechanisms, recruiting and training volunteers, developing strategic partnerships, and instituting leadership or legal structures.
- Applicant describes plans for working with city or county authorities, such as Local Enforcement Agencies, to ensure each selected project site complies with all State and local laws, regulations, or ordinances.

15 Points: Outreach and Site Selection Strategy

Applicant explains the approach that will be used to solicit, evaluate, and select individual community composting project sites with a preference for sites serving Priority Populations. Applicant describes the approach that will be used to outreach to communities and how the Applicant will ensure there is a geographic distribution of projects throughout the Region, especially in communities with Priority Populations.
- Applicant specifies how the site selection process will prioritize sites serving Priority Populations with a preference for disadvantaged communities as defined by the 2022 Update to Funding Guidelines Section VII.B on Priority Population Definitions available on the [California Air Resources Board California Climate Investments Funding Guidelines for Administering Agencies webpage](https://ww2.arb.ca.gov/resources/documents/california-climate-investments-funding-guidelines-administering-agencies) (https://ww2.arb.ca.gov/resources/documents/california-climate-investments-funding-guidelines-administering-agencies).
- Applicant provides an explanation of how they will coordinate the grant project with community groups and/or organizations involved in each selected community composting project site to identify and address the unique needs of the community.
- Applicant describes how the community composting project site selection process will be structured to result in selection of compost sites that are likely to continue composting operations after grant funding ceases. Applicant describes techniques, such as community meetings, social marketing campaigns, workshops, or webinars, that they will use to conduct outreach to communities. If applicable, Applicant provides examples of past experiences conducting outreach to Priority Populations.

15 Points: Budget and Financial Management

- Applicant completes the designated CalRecycle Budget template and includes grant related costs in the appropriate Budget sections.
  - All Budget line items must be clear, eligible, feasible, in the correct category, and support the implementation and completion of the grant project.
  - Applicant describes their process for estimating the amount of goods and services in the budget that will be provided to each community composting project site.
- Applicant addresses Personnel and Administrative positions by providing job descriptions, estimated total hours, salaries, and resumes, and by showing how they are relevant to the grant.
- Applicant provides estimates (or quotes when available) for equipment, software, or construction, if applicable. Quotes must be consistent with the information provided in the application.
- Applicant describes the estimated cost of grant project implementation. Applicant includes all anticipated costs, including, but not limited to; equipment and services, outreach, training, data collection, report preparation, travel, overhead, and staff costs including any paid staff at community composting project sites.
- Costs described are for allowed expenses and align with major tasks described in the Program Implementation section and listed in the Work Plan.

- Applicant explains how they will cover the costs of implementing the Project prior to being reimbursed with grant funds. Applicant explains any other resources which will be used to implement the grant project. Applicant includes any in-kind donations, other grants or funds, local government contributions and any other sources of funding, training, or equipment.

15 Points: Qualifications

Applicant clearly describes technical expertise, experience, and staff resources possessed by Applicant and cooperating organizations to complete the proposed project.
- Applicant describes their expertise in designing and operating the systems that will be offered to community composting project sites.
- Applicant describes their experience developing and implementing similar programs, knowledge of composting, and expertise working with Priority Populations. Applicant explains their skills and experience that will enable them to implement the proposed grant project.
- Applicant provides resumes of key project personnel and contractors who will be involved in developing and implementing the grant project.
- Applicant describes any partnerships with other community groups that will be involved with implementing the grant project. Applicant describes how the partnerships will benefit the implementation of the grant project.
- Identify and describe any other resources the Applicant will utilize to leverage the funding from CalRecycle and effectively and efficiently implement the Program.

10 Points: Work Plan

- Applicant provides a detailed description of the grant project timeline that clearly demonstrates how the grant project will be completed within the Grant Term, including outreach, site plan development, equipment installation, compost testing, reporting, and other tasks.
- Applicant completes the Work Plan template that shows a comprehensive and clear timeline that includes:
  - All tasks and critical milestones with specific start and end dates.
  - All equipment line items that are included in the Budget are also included in the Work Plan and have clear procurement dates, installation dates, and operational dates specified. This includes equipment related to the grant project that will not be funded using grant funds.
  - Anticipated hiring dates and start and end dates of job training.

10 Points: Job Creation and Job Training

- Applicant describes process that will be used to hire and manage employees. Applicant describes how their existing systems or experience complies with federal and state employment requirements. Applicant provides details about planned wages and benefits for employees implementing the grant and describes efforts to ensure that the new position(s) will continue beyond the Grant Term.
- Applicant provides the following key details about each anticipated new job with benefits that will continue beyond the Grant Term. New job(s) that will be created must be thoroughly described in the Narrative Proposal. Applicant provides the following key details about each new job that is expected to be created:
  - Job title
  - An indication that the job is a newly created position
  - Job description and detailed explanation describing how the new employee will help execute the proposed grant project

- o Salary or hourly wage
- o Benefits provided
- o Average hours per week and Full Time Equivalence (FTE) based on a forty-hour work week (20 hours a week – 0.5 FTE, 30 hours a week – 0.75 FTE, 10 hours a week 0.25 FTE)

- Applicant describes grant-funded job training (that results in industry recognized credentials or certifications) that directly relates to the proposed Project that will be provided to new or existing employees. Applicant must provide the name of training and name of industry recognized credentials or certifications that staff will receive upon completion of the training. Applicant explains how the training relates to the proposed grant project.

10 Points: Data Collection

Applicant describes plan to track and report data on how much compost is generated during the grant term, and to test compost generated at each participating project site at least once.

- Applicant describes what data will be collected from all of the community composting project sites to substantiate progress. Examples of types of data include quantity of material diverted to compost, source and types of material, amount and types of any additional filler material added (i.e. straw, rice hulls), amount of compost produced, amount of compost used, how and by whom, and compost test dates and results.
- Applicant explains who will collect data from community composting project sites, and how the data will be collected, verified, and reported to CalRecycle in accordance with the grant deadlines.
- Applicant describes how the data from individual community composting project sites will be analyzed, evaluated, and compiled into reports to CalRecycle that summarize the factors which lead to successful community composting project sites. Data to be collected must include the following from each site:
  1. Total cubic yards of finished compost generated by the project site
  2. Number and type of any trees planted and a tree maintenance plan
  3. Compost test results

100 Total Possible Points

Bonus Points

2 Points: Site Selection

Bonus points may be awarded if the application lists pre-selected project site(s).
- Applicant provides a letter of support, contract, or other supporting documentation for one or more pre-selected sites.

3 Points: Tribal Entity Benefit

Bonus points may be awarded if a Tribal Entity is listed as the Lead Participant or a Non-Lead Participant, or if the application includes a Letter of Support from a Tribal Entity.
- The Letter of Support must:
  - Be on letterhead.
  - Be signed by a member of the Tribal Counsel.

- Name the Lead Participant and describe how the applicant's grant project will benefit their Tribal Entity (e.g., applicant is distributing food to members of the Qualifying Tribal Entity or creating or expanding a composting site on tribal land).
- If a Qualifying Tribal Entity is the Lead Participant or a Non-Lead Participant, then a Letter of Support is not required to qualify for these Bonus Points.