

Appendix A: Acronyms and Definitions

I. ACRONYMS

Acronym	Term
AB	Assembly Bill
CARB	California Air Resources Board
FY	Fiscal Year
GHG	Greenhouse Gas
MOU	Memorandum of Understanding
SB	Senate Bill
STEP	Sustainable Transportation Equity Project

II. DEFINITIONS

The terms below are defined for the purposes of the STEP solicitation.

Adaptation: The adjustment in natural or human systems to a new or changing environment. Adaptation to climate change refers to adjustment in natural or human systems in response to actual or expected changes in climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities.¹

Affordable Housing: Housing with costs of not more than 30 percent of the gross income of low-income households.²

Applicants: Includes both the Lead Applicant and Sub-applicants. Applicants include all of the entities responsible for implementing the proposal.

Community-based Organizations: A nonprofit organization that is place-based, with an explicit geographic focus area that includes the STEP Community. The organization's staff members, volunteers, or board members should reside in the community where the project is located. The organization must have a demonstrated record of at least one full year providing transportation- or equity-related services in the STEP Community. To qualify as a Lead Applicant, a community-based organization must have tax-exempt status with the Internal Revenue Service under Internal Revenue Code Section 501, be tax exempt under California State law, have at least one year of incorporation prior to proposal submittal, and be based in California or have at least one full-time staff person based in California.

¹ <https://resources.ca.gov/CNRALegacyFiles/docs/climate/safeguarding/update2018/safeguarding-california-plan-2018-update.pdf>

² <https://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits/docs/Income-Limits-2020.pdf>

Community Engagement: The process of working collaboratively with a diverse group of stakeholders to address issues that affect their well-being. Community engagement involves multi-directional information sharing; building relationships, partnerships, and trust; and involving stakeholders in planning and decision-making with the goal of improving the outcomes of policies and programs. Community engagement starts in the project identification and design phase and continues throughout project implementation and operation. Community engagement should be iterative, consistently engaging residents on their use of the projects and services offered and adapting these projects and services based on community feedback.

Community Partner: A community group, community resident, health-based organization, small business, or other entity in the community that, while not responsible for implementing projects funded through STEP like Lead Applicants and Sub-applicants are, serves as a key stakeholder and representative of the STEP Community. Community Partners should have contributed to the development of the STEP proposal and should continue to participate in decision-making on all aspects of the STEP proposal throughout grant implementation.

Community Resilience: The ability of a community to mitigate harm and maintain an acceptable quality of life in the face of climate-induced stresses, which take different forms depending on that community's circumstances and location. Climate-induced stresses include direct and indirect impacts of climate change. An example of a direct impact of climate change is a higher number of extreme heat days. An example of an indirect impact is the increased cost of fire insurance for homes built in high-wildfire risk areas. Community resilience can include but is not limited to the physical and psychological health of the population, social and economic equity and well-being of the community, effective risk communication, integration of organizations (governmental and nongovernmental) in planning, response, and recovery, and social connectedness for resource exchange, cohesion, response, and recovery.¹

Disadvantaged Communities: Areas that are disproportionately affected by multiple types of pollution and areas with vulnerable populations, identified as disadvantaged by the California Environmental Protection Agency per SB 535. These census tracts include the top 25 percent in CalEnviroScreen 3.0³ along with other areas with high amounts of pollution and low populations.⁴

Direct Grant Implementation Costs: Direct costs associated with administrative activities related to implementation of the grant. Direct grant implementation costs may be covered by STEP funds or resource contributions.

Elements: Parts of the project that Applicants want STEP to fund. Identified by Applicants as a result of a community engagement process.

³ <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-30>

⁴ <https://oehha.ca.gov/calenviroscreen/sb535>

Eligibility Thresholds: The basic eligibility requirements that must be met for a proposal to be scored.

Federally Recognized Tribes: Federal recognition refers to acknowledgement by the federal government that a tribal government and tribal members constitute a tribe with a government-to-government relationship with the United States and acknowledgement of eligibility for the programs, services, and other relationships established for the United States for Indians, because of their status as Indians. Federally recognized tribes have the power to make and enforce laws on their lands and create governmental entities such as tribal courts. (25 U.S.C., § 83.2)⁵

Grant Term: The time period defined by the Applicant in which all STEP funds must be expended and all project activities must be completed. The grant term may differ based on the grant or project type.

Hard-to-reach Residents: Residents whose interests, due to social, economic, and institutional barriers, have historically been under-represented.

Indirect Grant Implementation Costs: Costs associated with administrative activities that are not tied directly or solely to the project (must account for no more than 5 percent of the value of the funds requested from STEP). Identified indirect grant implementation costs are not eligible resource contributions.

Lead Applicant: The entity that is responsible for leading the development of the proposal and implementation of the project funded through STEP. The Lead Applicant should be the organization most focused on and connected to the STEP Community and will enter into a partnership with other entities for the purpose of applying for a STEP grant. The Lead Applicant will be the Grantee in the grant agreement with CARB.

Local Governments: Any non-State public agency, including but not limited to cities, counties, councils of governments, air districts, transit agencies, school districts, and joint powers authorities.

Low-income Communities: Census tracts with median household incomes at or below 80 percent of the statewide median income or with median household incomes at or below the threshold designated as low-income by the Department of Housing and Community Development's list of State income limits adopted pursuant to Section 50093 of the California Health and Safety Code. Identified as low-income per AB 1550.⁶

⁵ <https://www.ncsl.org/research/state-tribal-institute/list-of-federal-and-state-recognized-tribes.aspx>

⁶ <https://ww3.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

Low-income Household: Households identified as low-income per AB 1550.⁷

Outreach: Occurs during project implementation to ensure that community residents have knowledge that will help them actively participate in decision-making processes.

Partnership Structure: A framework between the Lead Applicant, Sub-applicants, and Community Partners that outlines the roles and responsibilities of each of the entities contributing to the proposal. The Partnership Structure will guide implementation of the entire STEP grant.

Projects: Planning and capacity building projects that Applicants want STEP to fund. Identified by Applicants as a result of a community engagement process.

Project Life: Defined by the Applicant based on project type.

Proposal: The collection of projects and supporting activities that make up the full STEP investment in a single community. A proposal must be submitted for either a Planning and Capacity Building Grant or an Implementation Grant. One proposal may not be used to apply for both grant types, though an Applicant may submit separate proposals to apply for both grant types.

Proposal Components: All items that must be submitted to CARB as part of the proposal in order for the proposal to be scored.

Public Schools: California Department of Education's definition of a public school.⁸

Resiliency: The capacity of any entity – an individual, a community, an organization, or a natural system – to prepare for disruptions, to recover from shocks and stresses, and to adapt and grow from a disruptive experience.¹

Resource Contributions: Assets contributed to funded projects to support their quality, breadth, and longevity throughout their lifetimes. Resource contributions may include cash, in-kind services, and leveraged funding from other public or private sources including other California Climate Investments programs. While resource contributions do not need to be monetary (i.e. cash match), Applicants are required to estimate the monetary value of all resource contributions. For resource contribution eligibility requirements, see Appendix G.

Scoring Criteria: The criteria used by the interagency review panel to score STEP proposals after determining that they meet all eligibility thresholds.

⁷ <https://ww3.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

⁸ <https://www.cde.ca.gov/ds/si/ds/dos.asp>

Small Business: Defined by the Department of General Services as a for-profit business that is independently owned, is not dominant in its field of operation, and meets specific employee size and/or revenue requirements.⁹

STEP Community: The community (defined by the Applicants and community residents during proposal development) that is the focus of and will benefit from the proposed project. The STEP Community must be represented by a contiguous¹⁰ geographic boundary and contain residents that all use the same community-defined transportation system.

Sub-applicant: An entity that enters into a Partnership Structure with the Lead Applicant for the purpose of applying for a STEP grant and that is responsible for implementing project or project elements funded through STEP. Should the Lead Applicant's proposal be selected for funding, the Sub-applicants will be Subgrantees in the grant agreement with CARB.

Transportation Equity: When a community's transportation system provides accessible, affordable, environmentally sustainable, reliable, and safe transportation options to all residents, in particular those that have been disproportionately impacted by pollution or lack access to services. Transportation equity is intrinsically linked to access to economic opportunities and occurs when community residents have the power to make decisions about their transportation systems.

Tribal Governments: All California Native American Tribes. Either a federally recognized California tribal government listed on the most recent notice of the Federal Register or a non-federally recognized California tribal government, including those listed on the California Tribal Consultation List maintained by the California Native American Heritage Commission.¹¹

Vision: The Applicant and community-defined description of how the STEP proposal will meet STEP's objectives and address the community's needs.

⁹ <https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Certify-or-Re-apply-as-Small-Business-Disabled-Veteran-Business-Enterprise>

¹⁰ Next to or touching

¹¹ <http://nahc.ca.gov/>