



**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: City Manager, Sustainability Division

Prepared by: Kate Hagemann  
Climate Adaptation and Resilience  
Planner

City Manager Approval: 

**TOPIC: ACCEPTING GRANT FUNDS TO SUPPORT SEA LEVEL RISE PLANNING**

**SUBJECT: RESOLUTION ACCEPTING GRANT FUNDS FROM THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH FOR THE SAN RAFAEL CLIMATE ADAPTATION PLANNING COLLABORATIVE, APPROPRIATING FUNDS IN THE AMOUNT OF \$644,201 FOR THE PROJECT, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO PROFESSIONAL SERVICE AGREEMENTS FOR THE PROJECT**

**RECOMMENDATION:**

Adopt a resolution:

1. Accepting the award of grant funding from the Governor's Office of Planning and Research.
2. Appropriating funds in the amount of \$644,201 for the project to the Grants Fund.
3. Authorizing the City Manager to negotiate and enter into Professional Service Agreements with the following entities: i) Canal Alliance in the amount of \$94,000; ii) Multicultural Center of Marin in the amount of \$57,000; and iii) the University of California, Berkeley in the amount of \$193,000.

**BACKGROUND:**

Over the past several years, the City, community organizations, and other agencies have been working to understand the implications of the flooding risks that are being amplified by ongoing sea level rise. Earlier this year, the City and project partners were awarded grant funding from the California State Coastal Conservancy and the Marin Community Foundation to support adaptation planning to prepare for sea level rise. At the November 21, 2022, meeting, the City Council voted to accept the award of grant funding from the Conservancy and Marin Community Foundation for this project. At the December 7, 2022, meeting, the City Council voted to approve the professional services agreements with Canal Alliance and the Multicultural Center of Marin to complete their portion of the grant scope of work. The work funded by the State Coastal Conservancy and the Marin Community Foundation is now underway and is expected to be completed by March 2025.

Recognizing that the existing grant funding was insufficient to address the broader issue of sea level rise adaptation, the project partners continued to seek additional grant funding. This past March, the

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

project team applied to the state's Adaptation Planning Grant Program. The grant application was developed collaboratively by staff from the City's Sustainability Division, the County's Department of Public Works, the Multicultural Center of Marin, Canal Alliance, and researchers at the University of California Berkeley.

**ANALYSIS:**

On June 8, 2023, the Governor's Office of Planning and Research informed the City of San Rafael that it had been selected as a Round 1 Grantee for the Adaptation Planning Grant Program and \$644,200.95 had been awarded for the San Rafael Climate Adaptation Planning Collaborative ("the project") (Attachment 2). This grant funding will allow the project partners to work with community members who are disproportionately vulnerable to sea level rise to co-create solutions to make San Rafael more resilient.

The City of San Rafael will be part of a larger, collaborative project team that includes Canal Alliance, the Multicultural Center of Marin, the County of Marin, and researchers at the University of California, Berkeley. The project team will meet regularly to coordinate. The City will administer the grant and communicate with the Governor's Office of Planning and Research to keep them informed about the project status. The City will manage the budget, schedule, requests for disbursement, and other project management activities.

This new grant funding will expand the scope of the sea level rise planning efforts and improve the understanding of climate hazards and build climate capacity within our community. Specifically, these new funds will support the following additional work:

1. Improving the understanding of climate hazards by gathering fundamental physical data on surface and groundwater levels, salinity, hydrologic connectivity, and other factors.
2. Completing a more detailed vulnerability assessment focused on short-term life-safety risks and cascading impacts from infrastructure failures.
3. Creating a collaborative community-science effort with student participants.
4. Leading participatory asset mapping by community members; and
5. Prioritizing adaptation actions.

This work is anticipated to be completed by April 2025. A full description of the proposed grant workplan can be seen in Attachment 3.

The project budget is apportioned between the project partners to accomplish these tasks. The City will receive and administer the grant and will be directly responsible for approximately \$300,000 to hire technical consultants to better characterize climate hazards, improve physical science data, complete a vulnerability assessment of critical community facilities, evaluate and prioritize adaptation actions and develop final recommendations. Additionally, the City will manage some of the project budget related to covering some equipment, community meeting, translation, and printing costs, and to recover additional indirect administrative costs. The remaining grant budget is intended to be passed through to the project partners, including approximately \$94,000 to the Canal Alliance, \$57,000 to the Multicultural Center of Marin, and approximately \$193,000 to the University of California, Berkeley. The graphic in Attachment 4 illustrates the roles and responsibilities of the project partners. This project also benefits from the technical assistance and staff support from the County of Marin's Department of Public Works, though the County is not receiving grant funding. The City is grateful for their continued support and technical expertise on this issue, which has been invaluable over the past several years. If accepted, this grant funding will directly support the implementation of several existing City priorities. A few examples of these policies are highlighted below.

## **Climate Change Action Plan 2030:**

- “Work with local, County, state, regional, and federal agencies with Bay and shoreline oversight and with owners of critical infrastructure and facilities in the preparation of a plan for responding to rising sea levels. Make sure all local stakeholders are kept informed of such planning efforts.” (SA-C4c: Sea Level Rise)
- “Ensure fair and robust inclusion of lower-income households and our diverse communities in the planning and response to climate change impacts, including sea level rise, wildlife, public health, and emergency preparedness.” (SA-C5: Climate Change Adaptation)

## **General Plan 2040:**

- **Critical Facilities in Vulnerable Areas:** Prepare a Public Vulnerability Assessment to identify City buildings and other infrastructure that are susceptible to environmental hazards. Measures should be taken to avoid extraordinary maintenance and operating expenses associated with hazardous conditions and minimize damage potential and interruption of service following a disaster. (Program S-1.3A)
- **Coordination with Utilities and Services.** Coordinate with the utilities and services that have infrastructure and facilities in vulnerable areas (for example: wastewater treatment plants) to ensure that sea level rise information and goals are consistent with the City’s goals, and that infrastructure/utilities projects address and plan for increased flooding and sea level rise. (Program S-3.4C)
- **Partnerships.** Foster, facilitate, and coordinate partnerships with the County of Marin, other effected agencies and utilities, property owners, and neighborhood groups/organizations on planning for and implementing adaptation projects. (Program S-3.6B)

If accepted, staff will work to amend the current professional services agreements with Canal Alliance and the Multicultural Center of Marin to reflect this additional scope of work and budget and develop a new professional services agreement with researchers at the University of California Berkeley.

This grant does not require a direct match from the City. However, staff time and community facilities such as the Albert Boro Community Center will be used for this project to facilitate the successful completion of this project.

Without action, sea level rise is expected to negatively impact communities, housing, businesses, and major infrastructure in the next several decades. Accepting this grant could help the City avert these negative consequences by proactively identifying adaption measures that will help protect the community in the coming years.

**FISCAL IMPACT:** If the grant is accepted, funds would be appropriated for Project #31104 in Fund 283 (Grants Fund) in the amount of \$644,201 from the Governor’s Office of Policy and Research. In-kind staff time will be absorbed by the Sustainability Division’s budget in the General Fund.

## **OPTIONS:**

The City Council has the following options to consider relating to this item:

1. Adopt the resolution as presented.
2. Adopt the resolution as amended.
3. Direct staff to return with additional information.

**RECOMMENDED ACTION:**

Adopt a resolution:

1. Accepting the award of grant funding from the Governor's Office of Planning and Research.
2. Appropriating funds in the amount of \$644,201 to Fund 283 (Grants Fund) for Project #31104.
3. Authorizing the City Manager to negotiate and enter into Professional Service Agreements with the following entities: i) Canal Alliance in the amount of \$94,000; ii) Multicultural Center of Marin in the amount of \$57,000; and iii) the University of California, Berkeley in the amount of \$193,000.

**ATTACHMENTS:**

1. Resolution
2. Award letter from the Office of Policy and Research
3. Grant workplan submitted to the Office of Policy and Research
4. Roles and Responsibilities outlined in the grant application to the Office of Policy & Research's Adaptation Planning Grant Program
5. Grant budget submitted to the Office of Policy and Research



## RESOLUTION NO.

### RESOLUTION ACCEPTING GRANT FUNDS FROM THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH FOR THE SAN RAFAEL CLIMATE ADAPTATION PLANNING COLLABORATIVE, APPROPRIATING FUNDS IN THE AMOUNT OF \$644,201 FOR THE PROJECT, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO PROFESSIONAL SERVICE AGREEMENTS FOR THE PROJECT

**WHEREAS**, the Governor's Office of Planning and Research administers the Adaptation Planning Grant Program, which provides funding to help fill local, regional, and tribal planning needs, provides communities the resources to identify climate resilience priorities, and supports the development of a pipeline of climate resilient infrastructure projects across the state.

**WHEREAS**, on June 8, 2023, the Governor's Office of Planning and Research informed the City of San Rafael that it had been selected as a Round 1 Grantee for the Adaptation Planning Grant Program and \$644,200.95 had been awarded for the San Rafael Climate Adaptation Planning Collaborative ("the project") (Attachment 4).

**WHEREAS**, the San Rafael Climate Adaptation Planning Collaborative is a collaborative effort between the Canal Alliance, the Multicultural Center of Marin, the County of Marin, the City of San Rafael, and researchers at the University of California, Berkeley.

**WHEREAS**, this grant funding will allow the City and project partners to accomplish the proposed grant work plan (Attachment 2). Including allowing the project team to work with community members who are disproportionately vulnerable to the impacts of climate change, including sea level rise to co-create solutions to make San Rafael safer and more resilient. This project will work to improve understanding of climate hazards, prioritize adaptation measures, and build climate capacity within community-based organizations while providing STEM educational opportunities for students from the Canal neighborhood.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of San Rafael hereby:

1. Accepts the award of grant funding from the Governor's Office of Planning and Research for the project.
2. Agrees to be bound by all terms and conditions of the grant agreement and any other agreement or instrument as may be required by the Governor's Office of Planning and Research and as may be necessary to fulfill the terms of the grant agreement and to complete the project.
3. Authorizes the City Manager or their designee to act as a representative of the City, to negotiate and execute on behalf of the City all agreements and instruments necessary to complete the project and to comply with the Governor's Office of Policy and Research grant requirements, including, without limitation, the grant agreement.
4. Appropriates funds in the amount of \$644,200.95 for Project #31104 for the project.
5. Authorizes the City Manager to negotiate and enter into Professional Service Agreements with the following entities: i) Canal Alliance in the amount of \$94,000; ii) Multicultural Center of Marin in the amount of \$57,000; and iii) the University of California, Berkeley in the amount of \$193,000.

I, **LINDSAY LARA**, Clerk of the City of San Rafael, do hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the Council of said City on the 17<sup>th</sup> day of July 2023, by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

LINDSAY LARA, City Clerk



State of California  
Governor's Office of Planning and Research  
1400 10<sup>th</sup> Street, Sacramento, California, 95814  
[info@opr.ca.gov](mailto:info@opr.ca.gov) | [opr.ca.gov](http://opr.ca.gov)



Governor Gavin Newsom

Director Sam Assefa

June 8, 2023

Kate Hagemann  
Kate.Hagemann@cityofsanrafael.org

RE: Award Notification – Adaptation Planning Grant Program, Round 1, Planning Grant Award, City of San Rafael, San Rafael Climate Adaptation Planning Collaborative

Dear Kate and partners,

The Governor's Office of Planning and Research is pleased to inform you that City of San Rafael has been selected as a Round 1 Grantee for the Adaptation Planning Grant Program award of \$644,200.95 for the San Rafael Climate Adaptation Planning Collaborative. Round 1 of APGP is funded by a FY 2021-2022 budget appropriation from the General Fund. This program provides funding to help fill local, regional, and tribal planning needs, provides communities the resources to identify climate resilience priorities, and supports the development of a pipeline of climate resilient infrastructure projects across the state. Congratulations on your successful application.

APGP staff will schedule a kickoff meeting to discuss next steps, to address any outstanding issues or questions identified by staff and the interagency review panel, as well as finalize the partnership and grant agreement. Grantees and Partners will need to work closely and collaboratively with staff to address all issues and finalize the partnership agreement prior to grant execution.

Following execution of the grant agreement, grant funds will be disbursed on a quarterly basis for eligible direct and indirect costs unless otherwise specified. All reimbursed costs must meet the requirements for reimbursable tasks outlined in the grant agreement. Please note that no funds will be reimbursed for costs and expenses incurred prior to grant agreement execution.

We look forward to our partnership in the coming years. If you have any questions, please contact Abby Edwards, APGP Program Manager, at [abby.edwards@opr.ca.gov](mailto:abby.edwards@opr.ca.gov).

Sincerely,

Sam Assefa

Director

Governor's Office of Planning and Research

# General Narrative Questions

## Applicant Information

Proposed Project Name: *San Rafael Climate Adaptation Planning Collaborative*

Lead Applicant: *City of San Rafael, California*

## Instructions

- **Word counts** are listed for each question. Adhering to word counts is strongly recommended, but not required.
- **Maps, figures, and pictures** may also be included as part of the responses.
- **Formatting** such as bullet points (●, ○, Ø), lettering (a, b, c), or underline may be used to organize responses. Avoid excessive formatting to ensure readability.
- **Naming conventions** for the workbook and application narrative should mirror the following format [Lead Applicant Name – Project Name- Name of Document] for example [City of Albuquerque – Climate Adaptation Plan - Narrative].

## Checklist

Use the checklist below to ensure all materials have been submitted as part of the Application.

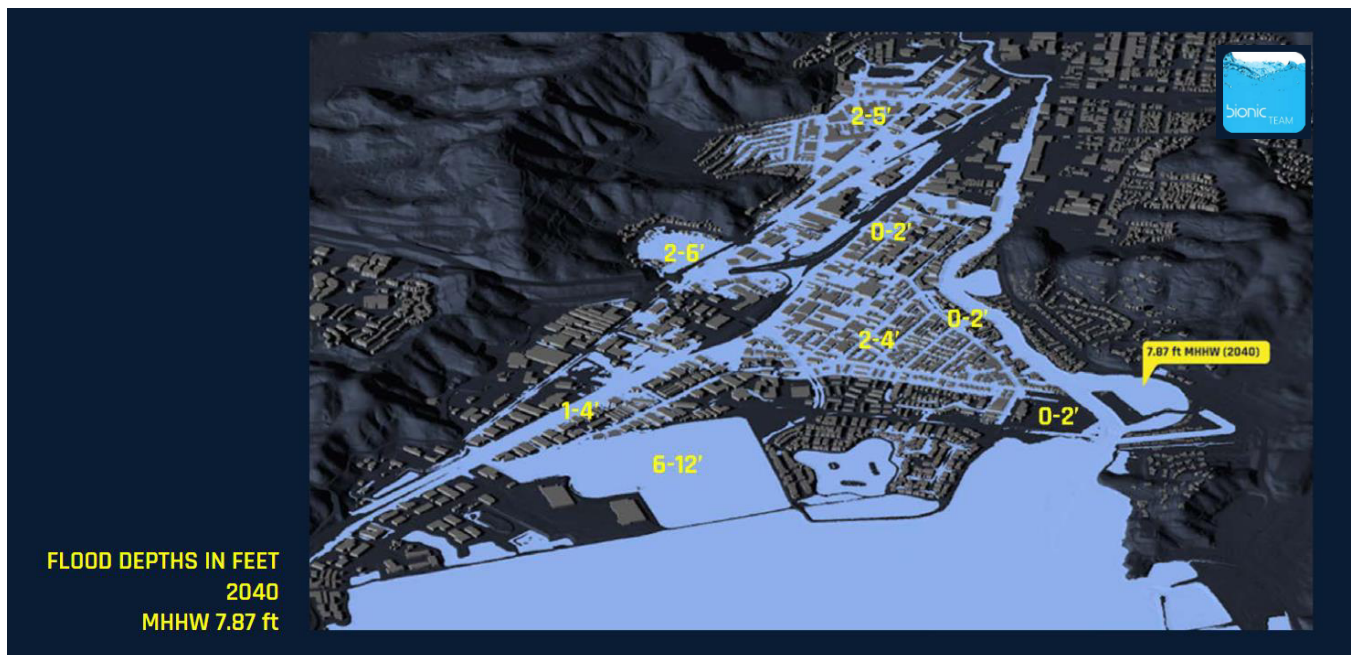
- General Narrative Questions (this Word document)
- Workbook (Includes Applicant Summary, Work Plan and Budget) (Excel)
- Letters of Support (PDF)

## Project Vision & Priorities

*The Canal is a vibrant community of more than 12,000 residents from all over the world; however, it is one of the most vulnerable to climate change in the entire state. The Canal is built upon subsiding reclaimed land that is already lower than today’s high tides. The shoreline is a discontinuous network of public and private assets, which the Army Corps noted was inadequate for flood protection. As sea levels rise, it is becoming more exposed and was identified as the most vulnerable zone in the Bay area to short-term sea level rise (SLR).*

*According to FEMA, it is more vulnerable than 99% of census tracts in the nation. It is also the most segregated Latino neighborhood in the Bay area, and residents in one tract are more housing burdened than in 99% of other tracts in California.*

*This project will work with disproportionately vulnerable residents to co-create solutions to build a safer, more resilient community. This project proposes to build on an exciting partnership between the City of San Rafael, the County, the Canal Alliance, the Multicultural Center of Marin, and UC Berkeley. The partners would work collaboratively and with community members to improve the understanding of climate hazards using the most current science and prioritize adaptation measures that will address the community’s short-term needs and minimize risks to housing and safety. This effort would lay a strong foundation for long-term resilience by building climate capacity at community-based organizations and directly connecting Canal students with STEM educational opportunities.*



## Community Need & Adaptive Capacity

The Canal neighborhood in San Rafael is a frontline community facing disproportionate impacts of flooding due to climate change. The Canal is the most densely populated area in the County, and more than two-thirds of all occupied housing units meet the Census definition of “overcrowded.” The neighborhood is home to more than 12,000 people, who are predominantly cost-burdened renters. Within one census tract, 91% of housing units are renter-occupied.

Despite relatively high employment rates, nearly one-third of Canal residents live below the federal poverty line. More than half of residents over 25 do not have a high school diploma. Median per capita income is about one-quarter the citywide average and is a designated low-income community according to the California Climate Investments Priority Populations 2022 CES 4.0. The Canal is the most segregated Latino neighborhood in the Bay Area and segregation has worsened over the past decade. In the Canal, more than 90% of residents are of Hispanic/Latino origin and are underrepresented in local and regional government.

This proposal was developed in partnership with two community-based organizations, Canal Alliance and the Multicultural Center of Marin. They will continue to guide the adaptation planning to ensure it is serving community priorities.

### VULNERABILITY STATISTICS

Statistics for the Canal District census tracts. Data is presented for tract 6041112202 and 6041112201 respectively

	<p>More <b>housing burdened</b> than 93 &amp; <b>99%</b> of other census tracts in California [1]</p>
	<p>The percent of <b>adults without a high school education</b> is higher than in 86 <b>99%</b> of other census tracts in California [1]</p>
	<p>The percent of <b>linguistically isolated householders</b> is higher than in 90 and <b>99%</b> of other census tracts in California [1]</p>
	<p>The percent <b>without tree canopy</b> is 89% and <b>99.5%</b> The County average is 65.2% [2]</p>
	<p>The risk index rating is “<b>very high</b>” when compared to the rest of the U.S. <b>99.5 and 99%</b> <b>of U.S. Census tracts have a lower Risk Index</b> [3]</p>

**Sources:**  
[1] CalEnviroScreen 4.0, [2] Climate Change & Health Vulnerability Indictors for California, [3] FEMA's National Risk Index





*Much of San Rafael is already below today's high tides. As a result, the entire Canal area would be below sea levels anticipated by just 2040. Without action, one-third of the city's population and two-thirds of its economic base would be permanently inundated by the end of the century.*

*The Canal is built upon partially reclaimed land, which is subsiding. While much of the land is lower than the Bay it is currently insulated from regular tidal flooding due to a discontinuous system of uncertified levees, pump stations, private lawns, driveways, and seawalls. However, this infrastructure will not provide meaningful protection in the face of a storm nor climate change. A report from the Army Corps in 1990 concluded that,*

*"existing flood control facilities were constructed in a piecemeal manner over a period of decades... the overall system provides only a low level of protection which is inadequate for a densely urbanized area."*

*This same report identified the risk of possible levee failure due to overtopping. Today, water levels are higher, and failure could have potentially catastrophic impacts due to the high population density, the number of ground-level apartments, and limited evacuation routes. These risks are compounded by high groundwater, rainfall intensification, and risks of tsunamis and seismic impacts due to the construction on fill and presence of soft-story structures.*

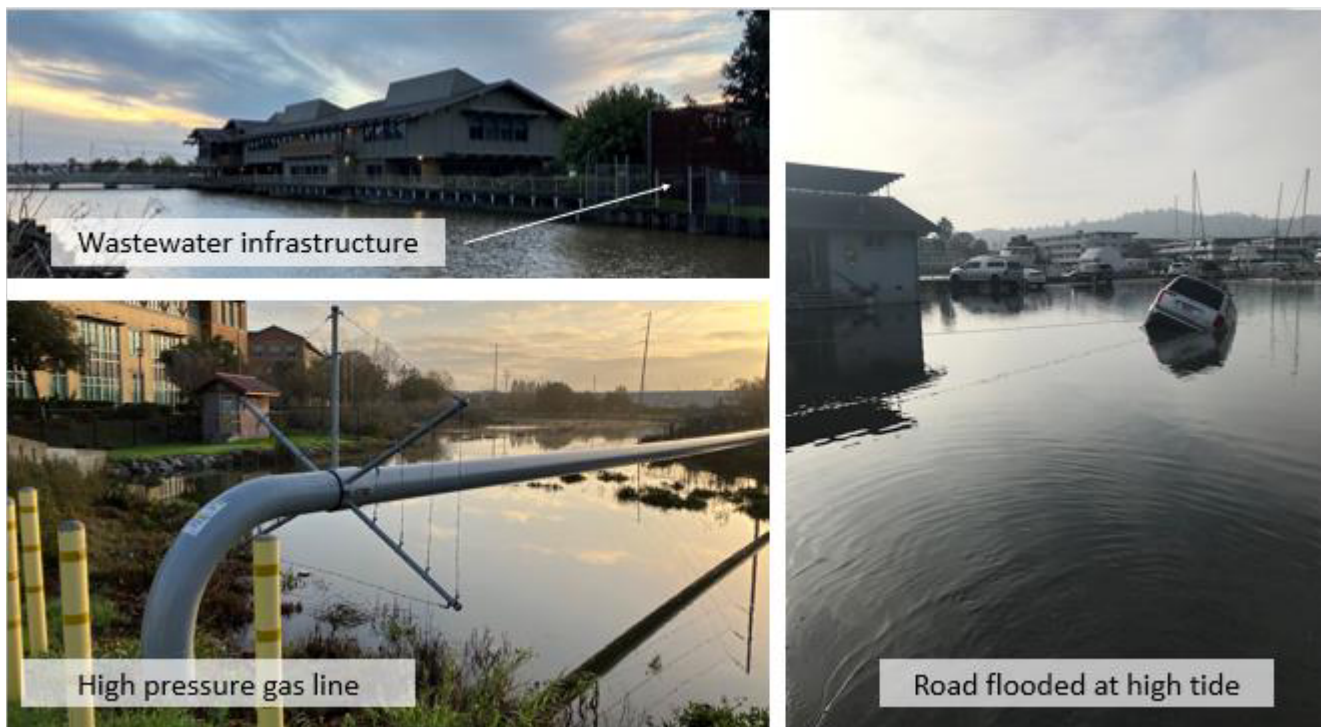


*While the climate impacts are extensive, residents face even more urgent issues due to escalating housing costs, overcrowding, and the real threat of displacement from one of the only affordable areas in the region. Climate change is significantly increasing the risk of displacement within this generation. Many residents would not have the resources to recover after a disaster.*





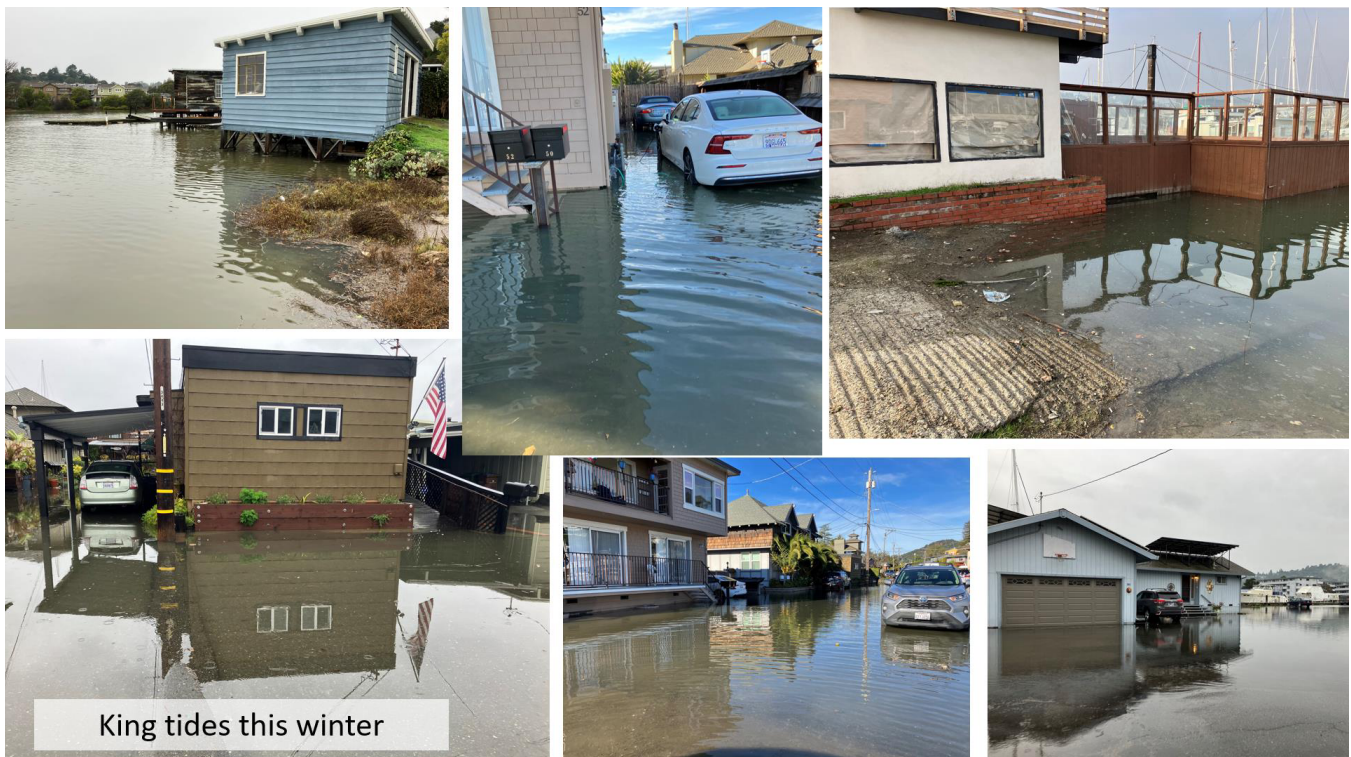
*While previous studies identified the vulnerability, different information is needed to bridge the gap between knowledge of the risks and making tangible investments to protect housing and infrastructure. For example, studies have identified risks to the levees, fire stations, and healthcare facilities, but more detail is needed to understand what the critical elevations and exposed components are for those facilities. This project would complete a more detailed vulnerability assessment focused on short-term life-safety risks and cascading impacts from infrastructure failures. This will include gathering fundamental physical data on surface and ground water levels, salinity, hydrologic connectivity, levee conditions, and geophysical conditions to better characterize climate hazards, timing, and impacts. This will include a detailed assessment of the exposure, sensitivity, and potential impact of flooding on critical infrastructure in the exposed area. This analysis would utilize the most current guidance on SLR that incorporates the best-available science from the IPCC's 6th assessment. This phase will engage the agencies responsible for critical infrastructure, including below-ground assets. A portion of this data gathering will be done through a collaborative community science effort to build capacity and connect Canal students with educational opportunities in STEM fields. Canal Alliance will facilitate participation from students in their University Prep (UP!) program. This will create an opportunity for younger students to work with Berkeley students and faculty. There will be an opportunity for one Canal student to have a year-long paid fellowship. In parallel, the Multicultural Center of Marin would lead community engagement and participatory asset mapping, which will be incorporated into the vulnerability assessment. Adaptation actions would then be prioritized based on those results and community input. This effort would also advance adaptation policies recently integrated into the City's General Plan.*



## Co-Benefits

*This collaborative team is focused on advancing social equity and resilience in a community at high risk of displacement due to short-term housing insecurity and climate change. This project would build civic engagement to transform the local decision-making dynamic by educating, empowering, and activating residents to drive placemaking and planning projects that build climate resilience. To foster long-term community resilience this project is also centered on youth engagement. The Canal Alliance's University Prep (UP!) program supports Latino students from immigrant families to prepare for and complete college and obtain career-path employment that pays livable and equitable wages. This project will create educational opportunities for first-generation students and accelerate the success of immigrants. This project will plant the seeds for long-term community resilience by connecting these students and a year-long fellow with UC Berkeley students and faculty as well as with local government officials.*

*There are also significant environmental co-benefits for this project. Without action many critical facilities, including wastewater pump stations, are at risk of damage or failure under current conditions. As precipitation events intensify and sea levels rise the risk of failure of these facilities is increasing. Infrastructure failure could lead to public health and water quality impacts. This project seeks to proactively identify those risks. Additionally, the city has committed in its General Plan 2040 to "prioritize natural and green infrastructure solutions" as part of its adaptation planning.*

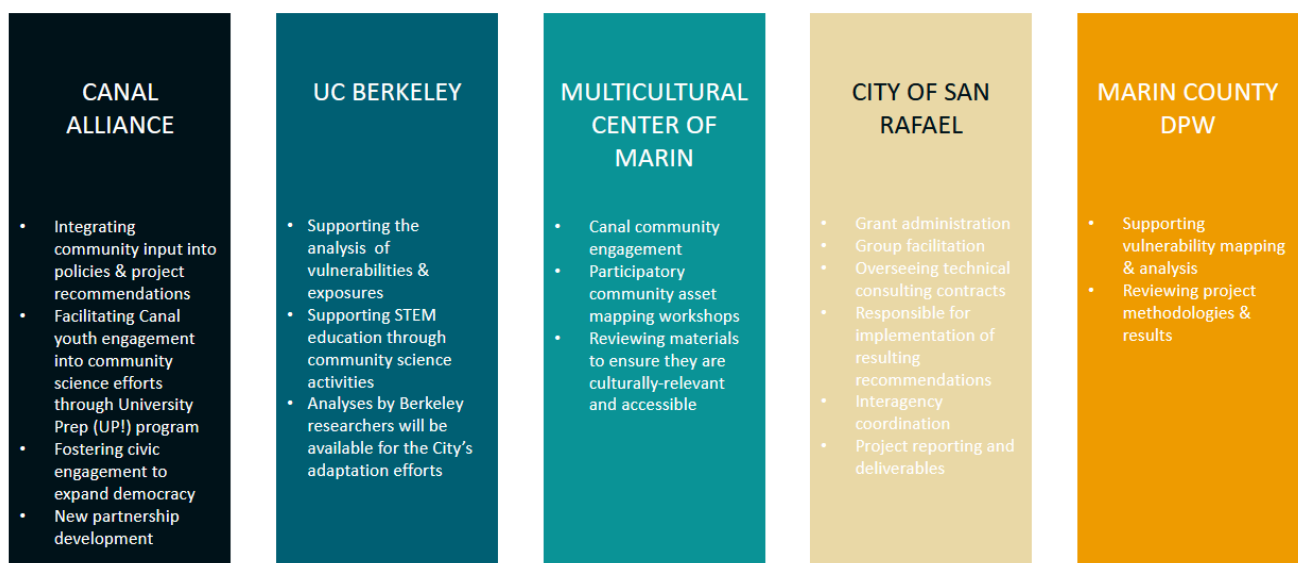


## Community Partnership

*This project proposes to model a deeply collaborative, community-led climate adaptation planning process that inverts traditional planning processes and centers the community in decision-making. If funded, this project would be completed by a cooperative project team with the following partners. The **City of San Rafael** will oversee the grant administration and is responsible for implementation. The **Canal Alliance** works with low-income Latino residents and community activists on political issues and non-political actions that address public concerns, improve democracy, and promote quality of life in the Canal neighborhood. The Canal Alliance creates civic spaces and leadership development opportunities to ensure that low-income residents have a voice in decisions that affect them and the opportunity to fully participate in democracy at all levels. The Canal Alliance would facilitate student participation in the project, supervise a year-long student fellowship, and integrate community input into project policy recommendations. The **Multicultural Center of Marin** provides culturally appropriate resources and opportunities in a safe environment to empower and inspire diverse communities to build an inclusive and equitable county they want to live in. Here the Multicultural Center would lead community engagement and participatory asset mapping, which will be incorporated into the vulnerability assessment. The **University of California Berkeley**, including Professor Dr. Mark Stacey, the Civil and Environmental Engineering Department Chair, and Dr. Kristina Hill, the Program Director of the Institute for Urban and Regional Development and Associate Professor of Landscape Architecture & Environmental Planning and Urban Design, are experts in SLR adaptation and will advise on the technical analysis and community science efforts and supervise students. Professors Hill and Stacey have been working for years at the forefront of coastal climate adaptation research. The **Marin County Department of Public Works** leads the BayWAVE program, which coordinates all bayside cities and towns to help communities understand and prepare for sea level rise. The County’s multi-jurisdictional coordination is critical, as sea level rise crosses political boundaries and impacts shared resources, utilities, and infrastructure.*

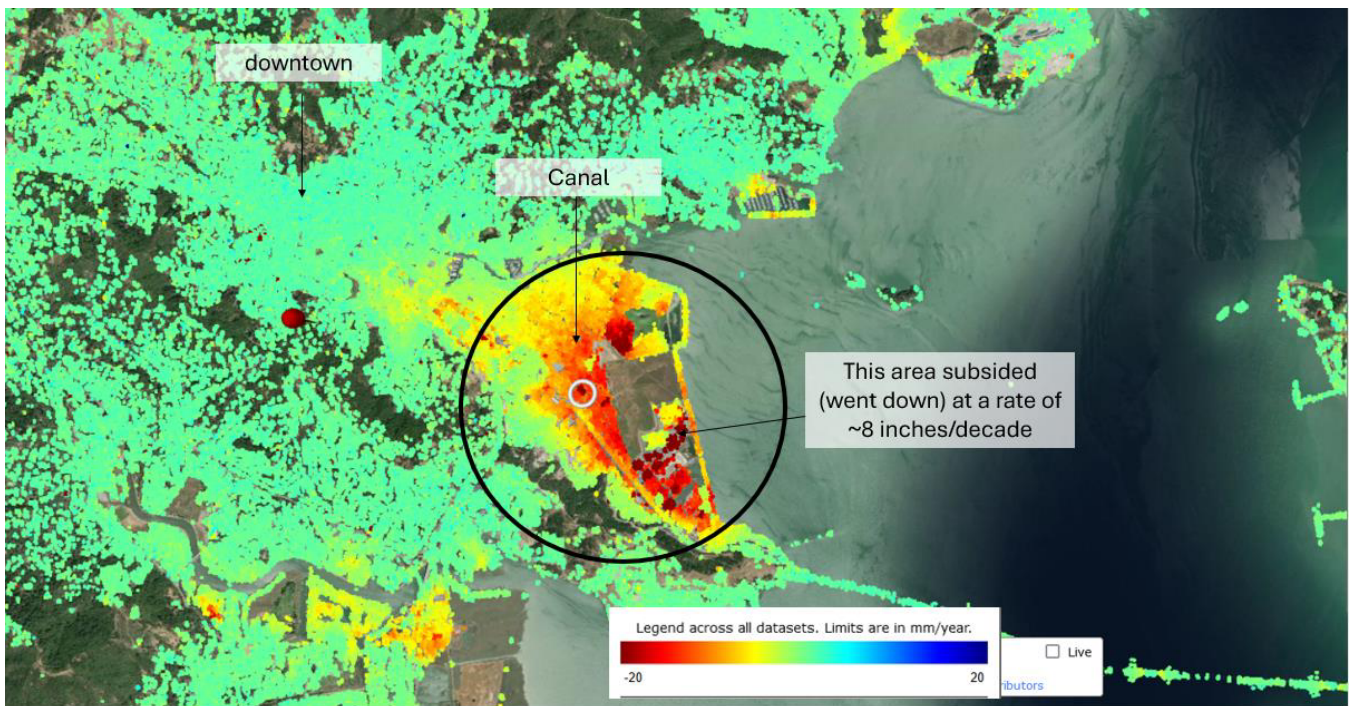
### SAN RAFAEL CLIMATE ADAPTATION PLANNING COLLABORATIVE

roles and responsibilities





*This partnership is well positioned as the City, County, Canal Alliance, and Multicultural Center, are currently collaborating on a climate project. These partners already have both formal and informal working relationships in place that would allow this project to hit the ground running. The partners have collaborated on several past projects, and staff bring years of professional experience on these issues to bear. Another strength of this collaboration is the diversity of knowledge that each partner brings to the table, including expertise in physical sciences, policy, housing, equitable and culturally relevant community engagement, community resiliency, data, and mapping. Most importantly, the community-based organizations, the Canal Alliance and the Multicultural Center of Marin, bring decades of experience and relationships with this frontline community. This funding would help build professional climate adaptation capacity at these two organizations. Building this capacity will help traditionally under-resourced communities shape adaptation decisions and investments.*



## Workplan and Budget

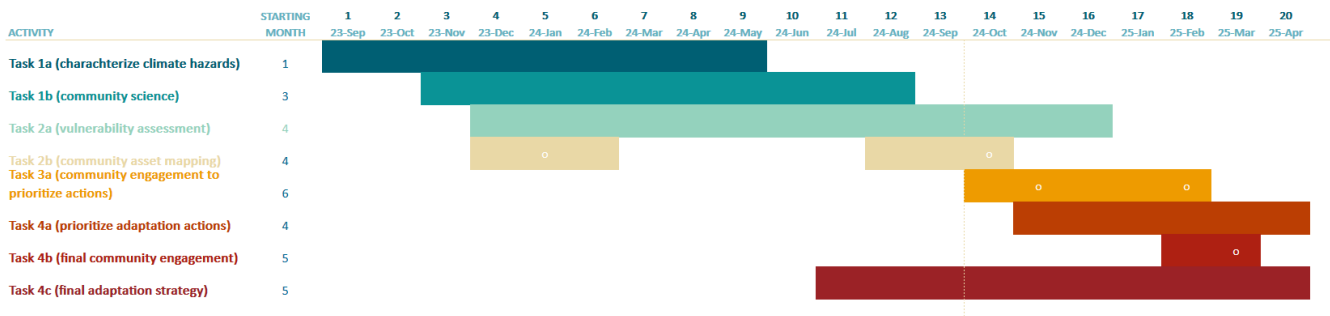
The proposed budget is focused on four primary capacity-building strategies. These concurrently deepen understanding of physical and community infrastructure to identify opportunities to strengthen community resilience. The budget is directed toward (1) improving the fundamental science that is the basis of adaptation decision-making, (2) analyzing the vulnerability of critical infrastructure and community assets in partnership with residents, (3) evaluating and prioritizing adaptation actions to bolster public health and safety, and (4) developing an actionable implementation plan.

To support this, a technical **subcontractor** will be used throughout, but primarily for tasks 1, 2, and 3 to gather better information on surface water, groundwater, geotechnical data, critical elevations and thresholds for infrastructure, and to analyze vulnerabilities and protective measures. This cost includes consultant staff, monitoring equipment, and coordination with partners.

Across all activities, funding is explicitly structured to build long-term community capacity in the Canal at the professional level, among students, and residents. All technical analysis is paired with community participation. Resources are allocated to peer-to-peer learning, **engagement, language access, partnership development, and facilitating participation in meetings** and decision-making processes. To maximize community benefit, the requested funds would be directed toward **partner staff time**. Cost estimates for staff time are based on actual salaries or currently negotiated rates and include benefits and a COL adjustment. To facilitate learning and capacity building, a **travel** budget is included to facilitate three Canal students’ attendance at one relevant convening, such as the National Adaptation Forum or equivalent.

## Project Plan

The proposed project schedule outlines the sequence of adaptation planning activities. Note: many activities are interrelated and will overlap. Community meetings are represented with "o".



## SAN RAFAEL CLIMATE ADAPTATION PLANNING COLLABORATIVE

### roles and responsibilities

#### CANAL ALLIANCE

- Integrating community input into policies & project recommendations
- Facilitating Canal youth engagement into community science efforts through University Prep (UP!) program
- Fostering civic engagement to expand democracy
- New partnership development

#### UC BERKELEY

- Supporting the analysis of vulnerabilities & exposures
- Supporting STEM education through community science activities
- Analyses by Berkeley researchers will be available for the City's adaptation efforts

#### MULTICULTURAL CENTER OF MARIN

- Canal community engagement
- Participatory community asset mapping workshops
- Reviewing materials to ensure they are culturally-relevant and accessible

#### CITY OF SAN RAFAEL

- Grant administration
- Group facilitation
- Overseeing technical consulting contracts
- Responsible for implementation of resulting recommendations
- Interagency coordination
- Project reporting and deliverables

#### MARIN COUNTY DPW

- Supporting vulnerability mapping & analysis
- Reviewing project methodologies & results

**Budget**

1. Applicants should fill in the cells labeled "N/A" only. Do not edit any shaded cells, headers, or cells with formulas included, specifically the entire Indirect Cap Check, "Total APGP Grant Funds", and "Check" columns.
2. Populate each Task from the workplan into the "Task" columns
3. Total APGP Grant Funds will calculate based on the "Cost per Unit" and "Number of Units". Use the "Task" columns to allocate each budget line item. The sum of the Task columns should equal the "Total APGP Grant Funds".
4. To add a Task Column, right click on "Task[X]", and "Insert Table Columns to the Left." This will ensure that the formulas properly extend across all tasks.
5. Cost per Unit and Number of Units may correspond to supplies, staff hours and rates, or estimated subcontracts (where the "unit" may equal "1")
6. The cells in column L will highlight red if the sum of the Tasks is different than the "Cost per Unit" x "Number of Units"
7. Cost Descriptions for personnel should clearly identify organizations and positions. For example: "City of [Example] – Outreach Specialist"
8. To view an example go to tab #6 "Example - Budget". For an explanation of "Cost Type" go to tab #7 "Reference".

Proposal Name:	San Rafael Climate Adaptation Pla										
Lead Applicant:	City of San Rafael										
Cap/Threshold Summary Table	<b>Direct Costs</b>			<b>Indirect Costs</b>							
Cap/Threshold	<b>80-100%</b>			<b>0-20%</b>							
Calculated	<b>84.4%</b>			<b>18.5%</b>							
<b>Total</b>	<b>\$ 543,731.00</b>			<b>\$ 100,469.95</b>							
Cost Description	Cost Type	Cost per unit (Examples: Hourly rates, fees, etc.)	Number of Units (Example: Hours worked, fee cost, etc.)	Total APGP Funds	[Task 1]	[Task 2]	[Task 3]	[Task 4]	[Task 5]	[Task [X]]	Total APGP Funds [Cross Check]
Canal Alliance - Policy Manager	Engagement, Outreach, Education, and Training	\$ 48.00	840	\$ 40,320.00	\$ 30,240.00	\$ 2,016.00	\$ 2,016.00	\$ 2,016.00	\$ 4,032.00		\$ 40,320.00
Canal Alliance - Director of Policy and Civic Engagement	Co-Applicant / Partner Staff Costs	\$ 63.00	150	\$ 9,450.00	\$ 7,087.50	\$ 472.50	\$ 472.50	\$ 945.00	\$ 472.50		\$ 9,450.00
Canal Alliance - University Prep (UP) student fellow	Engagement, Outreach, Education, and Training	\$ 25.00	750	\$ 18,750.00	\$ 15,000.00	\$ 937.50	\$ 937.50	\$ 937.50	\$ 937.50		\$ 18,750.00
UC Berkeley - Researcher	Co-Applicant / Partner Staff Costs	\$ 45.00	2,075	\$ 93,375.00	\$ 37,350.00	\$ 28,012.50	\$ 4,668.75	\$ 14,006.25	\$ 9,337.50		\$ 93,375.00
UC Berkeley - Faculty	Co-Applicant / Partner Staff Costs	\$ 80.00	500	\$ 40,000.00	\$ 16,000.00	\$ 12,000.00	\$ 2,000.00	\$ 6,000.00	\$ 4,000.00		\$ 40,000.00
UC Berkeley - Faculty	Co-Applicant / Partner Staff Costs	\$ 80.00	250	\$ 20,000.00	\$ 8,000.00	\$ 6,000.00	\$ 1,000.00	\$ 3,000.00	\$ 2,000.00	\$ -	\$ 20,000.00
UC Berkeley - Undergraduate student assistant	Engagement, Outreach, Education, and Training	\$ 5,000.00	3	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
MCM - Community Resilience Manager	Engagement, Outreach, Education, and Training	\$ 65.00	500	\$ 32,500.00	\$ -	\$ 9,750.00	\$ 9,750.00	\$ 9,750.00	\$ 3,250.00		\$ 32,500.00
MCM - Executive Director	Engagement, Outreach, Education, and Training	\$ 84.00	58	\$ 4,872.00	\$ -	\$ 1,461.60	\$ 1,461.60	\$ 1,705.20	\$ 243.60		\$ 4,872.00
Equipment costs	Engagement, Outreach, Education, and Training	\$ 1,500.00	5	\$ 7,500.00	\$ 7,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500.00
San Rafael subcontractors	Subcontractor Staff Costs	\$ 220,000.00	1	\$ 220,000.00	\$ 70,400.00	\$ 83,600.00	\$ 44,000.00	\$ 22,000.00	\$ -	\$ -	\$ 220,000.00
New partnership development	Engagement, Outreach, Education, and Training	\$ 6,000.00	1	\$ 6,000.00	\$ 4,200.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ -	\$ -	\$ 6,000.00
Community Meeting Costs (workshop materials, stipends, childcare)	Program Meeting/Workshop Attendance	\$ 1,500.00	6	\$ 9,000.00	\$ -	\$ 2,970.00	\$ 2,970.00	\$ 3,060.00	\$ -	\$ -	\$ 9,000.00
Translation and printing costs	Language and Information Access	\$ 500.00	18	\$ 9,000.00	\$ 900.00	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -	\$ -	\$ 9,000.00
Peer-to-peer learning supporting Canal Alliance student participants	Travel Costs	\$ 2,500.00	3	\$ 7,500.00	\$ 7,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500.00
Final and interim reporting and evaluation (including project case study)	Evaluation Activities	(see Task 5)	1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Canal Alliance - indirect costs (15%)	Indirect Administrative Costs	\$ 12,303.00	1	\$ 12,303.00	\$ -	\$ -	\$ -	\$ 12,303.00	\$ -	\$ -	\$ 12,303.00
UC Berkeley - indirect costs (15%)	Indirect Administrative Costs	\$ 25,256.25	1	\$ 25,256.25	\$ -	\$ -	\$ -	\$ 25,256.25	\$ -	\$ -	\$ 25,256.25
MCM - indirect costs (20%)	Indirect Administrative Costs	\$ 9,584.00	1	\$ 9,584.00	\$ -	\$ -	\$ -	\$ 9,584.00	\$ -	\$ -	\$ 9,584.00
MCM - staff costs (tax and benefits at 28%)	Co-Applicant / Partner Staff Costs	\$ 10,464.00	1	\$ 10,464.00	\$ -	\$ -	\$ -	\$ 10,464.00	\$ -	\$ -	\$ 10,464.00
City of San Rafael indirect costs (10%)	Indirect Administrative Costs	\$ 53,326.70	1	\$ 53,326.70	\$ -	\$ -	\$ -	\$ 53,326.70	\$ -	\$ -	\$ 53,326.70
<b>Totals</b>				<b>\$ 644,200.95</b>	\$ 219,177.50	\$ 150,520.10	\$ 72,576.35	\$ 177,653.90	\$ 24,273.10	\$ -	\$ 644,200.95

Note: The evaluation activities will be completed by project partners. The total for task 5 (\$24,273) represents 4% of the project budget. It is presented as a task to avoid double counting.

Note: indirect rates would be charged incrementally as the project tasks are completed. Here indirect costs are shown in the final task for simplicity.

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34%      23%      11%      28%      4%      0%