

GRANT APPLICATION INSTRUCTIONS

The following materials must be submitted electronically through [BidNet](#) before the Application Deadline. Applications cannot be emailed. If any of the required components are not completed and included with the application by the Application Deadline so that it can be fully evaluated without negatively impacting the fairness of the competitive process, the application will be deemed ineligible.

Required Components

- Completed Grant Application
- Signed Applicant Statement Form(s)
- Signed Required Forms
 - o Equal Employment Opportunity Certificate
 - o Public Contract Code Questionnaires and Statements
 - o Non-Collusion Affidavit/Declaration
- Project Scope of Work, Schedule, and Budget workbook (Excel file)
 - o The template is available in [BidNet](#).
 - o If a project is selected to receive funding, the Scope of Work, Schedule, and Budget will be added to the Grant Agreement, with any adjustments required by SANDAG, and the Applicant will be held responsible for implementing the project in accordance with the Scope of Work, Schedule, and Budget. Applicants should follow the directions in the Scope of Work, Schedule, and Budget template.

Recommended Components

- Documentation of support for the project from community groups or individuals
- Resolution including all statements provided in the Sample Resolution
 - o The template is available in [BidNet](#).

Grant Application

General Information

Applicant Information

Applicant Name	City of Del Mar
Applicant Address	1050 Camino del Mar
	Del Mar, CA 92014
Contact Name	Kaitlyn Elliott-Norgrove
Title	Special Projects & Programs Manager
Phone	858-704-3632
Email	knorgrove@delmar.ca.us

Climate Action Plan (CAP)

☐ The Applicant does not have a locally-adopted CAP.

☒ The Applicant has a locally adopted CAP. The document is available here (provide link):

<https://www.delmar.ca.us/DocumentCenter/View/6101/Del-Mar-Climate-Action-Plan?bidId=>

Project Information

Project Title	Climate Action Plan Update and Greenhouse Gas Emissions Inventory Project
Project Area Limits	This project is limited to within the jurisdictional boundaries of the City of Del Mar.
Brief Project Summary	The City of Del Mar adopted its Climate Action Plan in 2016. This project will develop an updated CAP and include the development of greenhouse gas emissions (GHG) inventories for two years, with 2022 as a new baseline year. The updated CAP will include a detailed plan for implementation and monitoring.

Project Manager

List the day-to-day project manager/person who will manage the project.

Name	Kaitlyn Elliott-Norgrove
Title	Special Projects & Programs Manager
Phone	858-704-3632
Email	knorgrove@delmar.ca.us

Additional Contacts for Grant-Related Correspondence

Include the individual(s) who will prepare the quarterly reports, submit invoices, or otherwise be involved in the project.

Role	Grant Management Support
Name	Ashlea Houston
Title	Management Analyst
Phone	858-704-3631

Email	ahouston@delmar.ca.us
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Role	Supervisor
Name	Clem Brown
Title	Assistant City Manager
Phone	858-375-9524
Email	cbrown@delmar.ca.us

Project Partners

List the name(s) and contact information for any project partners.

Entity Name	
Contact Name	
Title	
Phone	
Email	

Entity Name	
Contact Name	
Title	
Phone	
Email	

Entity Name	
Contact Name	
Title	
Phone	
Email	

Project Budget

SGIP Funding Request

Total SGIP Grant Request Amount	\$164,000
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Matching Funds

List the source(s) and associated dollar amounts of proposed matching funds. Matching funds can consist of in-kind services or cash match from the Applicant, funds from outside sources such as developer contributions, non-profit contributions, other state or federal funds, or other quantifiable sources. Other TransNet funds, including Local Street and Road Program funding, cannot be used as a match.

Source of Funding	In-Kind Staff Time
Amount of Funding	\$75,000

Total Matching Funds Provided	\$75,000
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INDIRECT COSTS

The Applicant intends to apply indirect costs to the project:

☐ Yes* ☒ No

*If the Applicant intends to apply indirect costs, the following method will be used:

- ☐ The Applicant has a Federally Negotiated Indirect Cost Rate (FNICR) recognized by the federal government, and that rate will be used.
- ☐ The Applicant has never received a FNICR and will elect the de minimis rate. The current de minimis rate is 15%.

**Applicants who intend to apply indirect costs to their proposed project should ensure that the indirect costs are incorporated into the Scope of Work, Schedule, and Budget worksheet.*

Performance Measures

Using the SGIP Performance Metrics, which are available with the other SGIP application materials in [BidNet](#), select five metrics that can be used to measure the project's success in meeting the SGIP goals and objectives. **Please be aware that at the end of the grant term the Applicant must be able to meet all five metrics that it lists below or the Applicant may be required to repay the grant.** The Applicant will report on the progress toward meeting these performance metrics in its quarterly report.

In the table below, list each performance metric selected, and include the baseline measure (what the number is today, before the SGIP program begins).

Metric No.	Performance Metric (from the SGIP Performance Metrics list)	Baseline Measure
1.	<u>Community Engagement</u> : Expand opportunities for underrepresented or vulnerable community members and community organizations to participate in the project development process.	Opportunities for engagement will be through workshops and City meetings with particular emphasis on populations that are underrepresented or vulnerable, such as seniors. The current CAP's Social Equity Chapter identifies this population, and the organization that serves them (Del Mar Community Connections).
2.	<u>Community Engagement</u> : Consider suggestions and proposals from the community engagement process for incorporation into project.	Suggestions and proposals will be considered through workshops, meetings of the Sustainability Advisory Committee (the City's environmental-focused advisory body), and City Council meetings.
3.	<u>Public Perception</u> : Improvement in engagement of residents from the beginning of the project to the end.	Monitor engagement with email blasts and the CAP webpage.
4.	<u>Accountability</u> : Level of coordination/collaboration among relevant departments.	A Climate Action Plan requires an interdepartmental approach, and all City departments will be engaged in the development and implementation of the updated CAP.
5.	<u>Public Perception</u> : Perception of social cohesion/connectedness/community.	Monitor engagement and participation of public in events/workshops.

In the space below, include any additional information regarding the Applicant's selected performance metrics or baseline data.

Del Mar has not updated its Climate Action Plan since 2016. The City developed an Implementation Plan and Monitoring Plan pre-COVID in 2019. The CAP update process represents an opportunity to re-engage residents in sustainability programming. These identified performance measures emphasize the importance of community involvement and engagement in the CAP update process. The project's success will be informed by the accessibility of information and opportunities for involvement. The City will develop a webpage specific to the CAP update, offer workshops, utilize communication channels such as the City's weekly email blast, and encourage public comments via the website or meetings and workshops. The update process will foster interdepartmental collaboration, as City departments will share an understanding that their work advances the goals that will be identified in the plan.

Evaluation Criteria Responses

1. New Climate Action Plan Or CAP Update Contents

A. New CAP Or CAP Update Timeline

This project will (select one):

- ☐ Develop a new CAP
- ☒ Update an existing CAP. The existing CAP was adopted:
 - ☒ Three or more years ago (2/28/2022 or earlier)
 - ☐ Less than three years but more than one year ago (between 3/1/2022 and 2/28/2024)
 - ☐ Within the last year (between 3/1/2024 and 2/28/2025)
- ☐ Neither develop a new CAP nor update an existing CAP (skip to Criteria #2 below)

B. GHG Emissions Inventory And Near- And Long-Term GHG Emissions Forecasts And Reduction Targets

Describe in the space below the approach to the new CAP or CAP Update, including the greenhouse gas (GHG) emissions inventory and the baseline year that will be used, in accordance with adopted protocols. Describe how the CAP or CAP Update will include near- and long-term GHG emissions forecasts (e.g., 2035 and 2050) and GHG reduction targets.

If the project is neither a new CAP nor CAP Update, this question can be skipped.

The City of Del Mar's Climate Action Plan Update and Greenhouse Gas Emissions Inventory Project will result in a new CAP (anticipated for 2026) and two years of GHG emissions inventories. 2022 will be the new baseline year for the CAP, and GHG emissions inventories will be determined for 2024 or 2026 in Year 3 of the project; the City's existing CAP utilized 2012 as its baseline year. These two new inventories, along with emissions data from past years, will inform near- and long-term GHG emissions forecasts and targets for 2035 (reduce emissions to 50 percent of 2012 levels) and 2050 (reduce emissions to 80 percent below 1990 levels). Forecasts and targets will also be influenced by local, regional, statewide, and federal policies so that implementation and monitoring align with state goals and targets.

The City, through a competitive bid process, will solicit proposals from consultants for the GHG emissions inventories and CAP update process. The consultant will be a technical expert with clear experience and success in develop CAP measures, goals, and implementation plans.

C. GHG Reduction Measures

Describe in the space below how the Applicant will ensure that the new CAP or CAP Update will include specific, quantifiable GHG reduction measures to achieve the GHG reduction targets.

If the project is neither a new CAP nor CAP Update, this question can be skipped.

Through its competitive bid process, the City will solicit proposals from consultants to establish the two new GHG emissions inventories (2022 as the baseline year, and either 2024 or 2026). This consultant's technical expertise will be complemented by stakeholder and community engagement and City department participation in the development of specific, quantifiable GHG emissions reduction measures that will achieve the City's GHG reduction targets. These measures will be locally appropriate and responsive to the City's needs and conditions, and they will be selected based on the GHG reduction potential, cost, funding opportunities to support related projects, and ability to monitor, among other considerations. Part of this process will also include a review of current sources of GHG emissions (e.g., energy, buildings, and transportation). The new GHG reduction measures will be monitored and evaluated on an ongoing basis. Regular check-ins with the consultant and progress reports will ensure project advancement and success.

2. Implementation and Monitoring

A. CAP Implementation

For a new CAP or CAP Update, describe in the space below the plan for implementing each GHG emissions reduction measure identified in the CAP, including, but not limited to, the identification of responsible parties, key actions, timeline, costs, and funding sources.

For an Implementation Plan for an existing CAP, describe in the space below how the project will develop an implementation plan for an existing CAP, including but not limited to the identification of responsible parties, key actions, timeline, costs, and funding sources.

Each GHG emissions reduction measure identified in the updated CAP will follow a structured approach for implementation. As was done in the City's 2016 CAP for each measure, key internal stakeholders will be identified for administration, funding needs and resources will be identified, implementation actions will be clearly identified, and timelines for actions will be set. The consultant will produce a benefit-cost analysis for CAP actions and measures and work with staff to identify funding sources, including state and federal grants and public-private partnerships, for strategies. The City's current CAP includes information regarding implementation efforts for each measure, which helps with prioritization; this is an effective strategy that will be considered in the CAP update. There will be regular check-ins between City staff and the consultant to monitor implementation. Progress reports will be created on a regular basis to ensure work is on target.

B. CAP Monitoring

For a new CAP or CAP Update, describe in the space below how progress toward achievement of the GHG emissions reduction target(s) will be monitored, including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.

For an Implementation Plan for an existing CAP, describe in the space below how the project will establish monitoring measures for an existing CAP including but not limited to metrics for tracking progress, periodic updates to the GHG emissions inventory, regular reporting of progress, and timing of future CAP updates.

The City's CAP is managed by the Special Projects & Programs Manager in the City Manager's Office. This position interfaces regularly with all City departments and is positioned to appropriately lead the project. The updated CAP will undergo regular review by staff to ensure CAP-related projects and programs are supporting Del Mar in meeting GHG emissions reduction goals. A component of this review process will be the regular interdepartmental staff meetings during which other City departments or internal stakeholders report key milestones and deliverables. Staff will develop an annual progress report to maintain transparency and continue to involve the community during the CAP's implementation. The updated CAP, like the City's existing CAP, is a living document; it will be responsive, agile, and grow as the needs of the community evolve and the City faces new or different environmental challenges.

3. Project Feasibility

A. Efficient Use Of Project Funds

The Applicant's Scope of Work, Schedule, and Budget workbook will be reviewed to determine the degree to which the project will efficiently use program funds in the following three areas.

Project Scope of Work

Please indicate which of the following factors was considered when developing the Scope of Work. Check all that apply.

- ☒ All major tasks and subtasks were included that are necessary to complete the project, including any tasks or subtasks that may be deemed unnecessary during project implementation
- ☒ The Applicant considered the steps it would take to complete the planning work, including robust stakeholder engagement.

- ☒ The Applicant considered the effort necessary to prepare any necessary consultant work for competitive bidding and ensured that it's agency's procurement requirements will be met before advertising the solicitation.
- ☒ The Scope of Work considers the approvals needed to enter into a contract with the selected consultant.

Project Schedule

Please indicate which of the following factors was considered when developing the Project Schedule. Check all that apply.

- ☒ The Project Schedule includes reasonable start dates, taking into account any work that has already been completed before the NTP has been issued and any other tasks or subtasks that might impact the start date for each task and subtask.
- ☒ Project durations and completion dates are reasonable and include timeframes that the Applicant can actually achieve.
- ☒ The Applicant is aware that it will be required to adhere to the Project Schedule and that all schedules must meet the Project Milestone and Completion Deadlines that are listed in SANDAG Board Policy No. 035.

Project Budget

Please indicate which of the following factors was considered when developing the Project Schedule. Check all that apply.

- ☒ The Project Budget considered all of the tasks and subtasks listed in the Scope of Work.
- ☒ Each task and subtask identifies reasonable costs to complete the task or subtask, and any matching funds are included.
- ☒ If the Applicant intends to request reimbursement for indirect costs, those costs are included in the Project Budget and the Applicant indicated in this Application whether it will elect the de minimis rate or it has a FNICR.

B. Community Engagement

Please describe how the project has and will continue to have strong community support, opportunities for community input, and how community members can have a meaningful role in the project, including underserved and limited English proficiency populations.

The Del Mar community is highly civically engaged. The community has championed for many years to update the City's CAP. The existing 2016 CAP identified that future CAPs would be adopted every five years; due to the COVID-19 pandemic, an updated CAP in 2021 was infeasible due to budget constraints. The community has been supportive of an updated CAP, with residents voicing their support for the project at Sustainability Advisory Committee and City Council meetings. These meetings will continue to play an important role; the work plan for the Sustainability Advisory Committee and the citywide work plan set by the City Council specify a CAP update as an important project. Beyond those meetings, the City and its consultant will plan and host other engagement opportunities, including workshops, public meetings, and focus groups. The dedicated City webpage for the CAP update will serve as another engagement point—allowing for the submission of suggestions and recommendations for consideration throughout the process. The City will leverage its weekly email blast, social media channel (Facebook), and direct mail (when appropriate). The median age of Del Mar residents is 65 years old, so outreach will also focus on the ageing population; staff and the consultant will present information to and offer engagement opportunities with the City's senior services partner, Del Mar Community Connections. Other community-based organizations, faith groups (for example, St. Peter's Episcopal Church), and educational institutions (The Winston School) will be engaged. The City is closely partnered with the Del Mar Village Association (DMVA), which functions as an economic development or "Main Street" organization. DMVA's sustainability programming aligns with the City's own goals; the participation of its members and others in the business community will also be a priority.

4. Board Policy No. 033

A. Prohousing Policies

☐ Applicant currently has HCD Prohousing Designation

OR

Select all policies currently in place in the following categories:

Category 1: Favorable Zoning And Land Use

- ☒ Housing element plan for zoned capacity of >150% of RHNA
- ☒ Permitting missing middle uses (e.g., duplexes, triplexes, fourplexes, townhomes) in existing low-density single-family zones
- ☐ Eliminating minimum parking requirements
- ☒ Allowing residential in commercial zones
- ☐ Allowing more/larger accessory dwelling units (ADUs) than state law requires
- ☐ Density bonus that is >10% more than state requirements
- ☐ Established Workforce Housing Opportunity Zone (WHOF) or housing sustainability district
- ☐ Standards to promote more density
- ☒ Housing element plan for zoned capacity of >125% of RHNA
- ☒ Reduced parking requirements

Category 2: Acceleration Of Housing Production Timeframes

- ☒ Ministerial approval of housing
- ☒ Streamlined/program level California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) for general plans/specific plans etc.
- ☐ Permit process that is less than two months
- ☐ Elimination of public hearings for projects consistent with zoning/general plan
- ☒ One-stop shop permitting processes or single point of contact
- ☒ Priority permit processing or reduced plan check times for ADUs/junior ADUs, multifamily, or affordable housing
- ☐ Streamlined housing development at the project level
- ☐ Permit process that is less than four months
- ☐ Three public hearings limit for projects consistent with zoning/general plan
- ☐ Eliminated or replaced subjective design standards with objective standards that simplify zoning
- ☒ Standard entitlement application
- ☐ Publicly posting online status updates on permit approvals

Category 3: Reduction Of Construction And Development Costs

- ☐ Waived development impact fees for housing
- ☒ Adopted universal design ordinances
- ☐ Preapproved prototype plans for missing middle housing (e.g., duplexes, triplexes, fourplexes, townhomes)
- ☒ Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars
- ☐ Reduced development impact fees for housing
- ☐ Less restrictive ADU standards than state requirements
- ☐ Fee reduction, including deferrals or reduced fees for housing with people with special needs
- ☒ Promoting innovative housing types that reduced development costs

Category 4: Providing Financial Subsidies

- ☒ Local housing trust fund or collaboration on regional fund
- ☒ Program to comply with Surplus Lands Act and make publicly owned land available for affordable housing
- ☐ Enhanced Infrastructure Financing District (EIFD)
- ☒ Prioritization of local general funds for affordable housing
- ☐ Grants/low-interest loans for affordable ADUs
- ☐ Direct residual redevelopment funds to affordable housing
- ☐ Development and regular use of housing subsidy pool, local/regional trust, or similar funding source

Please provide more information on each of the policies selected (or links to documentation)

Category 1

Housing element plan for zoned capacity of >150% of RHNA: The City was assigned 175 units for RHNA and 113 of those units for lower income households. The City implemented a suite of actions to create new opportunities for housing with a goal of creating 100 additional housing opportunities beyond RHNA to improve housing choice and affordability options for moderate income, lower income, and special needs households. This is reflected in the Program 6B AFFH strategies as well as in Zoning Programs 1A, 1B, 1C, 1D, 1H, 1I, which increase the residential density allowed in commercial zones and facilitate opportunities in other locations through the use of overlay zones and incentives. The City now has a capacity for 259 lower income units and potential for an additional 97 lower income units via legislative and discretionary actions if needed.

Allowing residential in commercial zones: Programs 1C and 1D apply to the Central Commercial Zone, North Commercial Zone, and Professional Commercial Zone. Proposed multi-unit development in these zones requires an affordable housing component to ensure the City can meet its RHNA targets for lower income units.

Permitting missing middle uses (e.g., duplexes, triplexes, fourplexes, townhomes) in existing low-density single-family zones: The City of Del Mar City Council adopted an implementing ordinance for SB 9 on June 19, 2023. The ordinance is currently pending certification by the Coastal Commission (April 9, 2025, conditional certification hearing will be followed by City Council actions to complete the final certification process). Consistent with SB 9, the Ordinance will expand the housing capacity in single-family zones by allowing lot splits and duplexes under the parameters of State law including the Coastal Act. Each SB 9 project will yield at least one lower income unit, as well as smaller units that may qualify as moderate income housing. Housing Element Programs 1D and 1I in process are considering how to further incentivize inclusion of moderate income and lower income units in affordable housing projects.

Reduced parking requirements: The City is accommodating reduced parking requirements in accordance with State Housing law. Further, in accordance with State law as a coastal city, these determinations are required to be harmonized with the Coastal Act and must ensure that public access to the shoreline will be maintained.

Category 2

Ministerial approval of housing: The City is implementing all requirements for ministerial approval of housing in accordance with State law (i.e., approvals of Accessory Dwelling Units and JrADUs) and will be implementing ministerial approvals for SB 9 projects once the SB 9 Ordinance takes effect. This also includes projects located within the Housing Element Implementation Overlay Zone (i.e. Administrative Coastal Development Permit (CDP21-005) approved April 19, 2022 for development of 40 above moderate units, 6 low-income units, 2 very low-income units, and 2 extremely low-income units).

Streamlined/program-level California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) for general plans/specific plans etc: The City prepared a Final Program EIR/MMRP for the 6th Cycle Housing Element (SCH No. 2020029064) that was certified by the City Council on October 5,

2020 (Resolution 2020-52). The CEQA environmental review process for proposed development in accordance with the Housing Element is therefore able to be streamlined.

One-stop shop permitting processes or single point of contact and Priority permit processing or reduced plan check times for ADUs/JrADUs, multifamily, or affordable housing: As a small City, Del Mar is able to provide these services for projects with an affordable housing component, which are a City Council priority. The City processes ADUs and JrADUs in accordance with the streamlined State law processing requirements.

Standard entitlement application: The City has one Uniform Application that applies for all entitlement processing.

Category 3

Adopted universal design ordinances: The City adopted citywide objective design standards for projects that include an affordable housing component.

Measures that reduce costs for transportation-related infrastructure or that encourage active transit or other alternatives to cars: The City has ChargePoint EV charging stations available to the public at the Civic Center Plaza. Reduced rates are provided for City staff and employees of local businesses in downtown Del Mar.

Promoting innovative housing types that reduced development costs: The City's ADU/Tiny Homes ordinance per Housing Element Program 2F encourages development of smaller homes (400 sf max) in accordance with the streamlined ADU permit approval procedures. On March 13, 2025, the California Coastal Commission conditionally certified the City's ADU/Tiny Homes ordinance, which is pending City Council acceptance of the required CCC amendments. The Ordinance will take effect on the date of final certification by the Coastal Commission.

Category 4

Local housing trust fund or collaboration on regional fund: In accordance with Housing Element Program 7A the City is continuing to make funds available for affordable housing via a Housing Reserve Fund (general fund) and Housing Assistance Fund (funded by housing mitigation fees from private development applications). The City also has an existing rental subsidy program that supports affordable housing for four lower income households through an agreement with Del Mar Community Connections.

Program to comply with Surplus Lands Act and make publicly owned land available for affordable housing: The project will involve city action to seek an exemption under the Surplus Lands Act to construct a 100% affordable housing development.

Prioritization of local general funds for affordable housing: In accordance with Housing Element Program 7A the City Council is continuing to make local general funds available for affordable housing via a Housing Reserve Fund (general fund).

B. Housing Equity

The Applicant has the following policies or practices that advance housing equity (mark all that apply).

- ☒ An adopted inclusionary housing ordinance
- ☐ Establishment of rent stabilization
- ☒ Establishment of anti-displacement policies in conjunction with transit improvements
- ☒ Creation of a strategy or fund to preserve naturally occurring affordable housing

- ☐ Creation of tenant protection policies such as access to legal counsel, just cause eviction policy, etc.
- ☒ Rezoning and other policies that result in a net gain of housing capacity while concurrently mitigating development impacts on or from environmentally sensitive or hazardous areas.
- ☐ Programs, land use plans, and new policies (other than those indicated in the Prohousing Policy Implementation section above) that are intended to result in increased investment (such as infrastructure, housing, open space, etc.) in lower opportunity areas. Such areas include but are not limited to, Low Resource and High Segregation & Poverty areas designated in the 2021 California Tax Credit Allocation Committee (TCAC)/HCD Opportunity Map, and disadvantaged communities under California Senate Bill 535 (2012).
- ☒ Zone changes or other policies (other than those listed in the Prohousing Policy Implementation section 3 above) that increase housing choices and affordability in High Resource and Highest Resource areas, as designated in the 2021 CTCAC/HCD Opportunity Maps.
- ☐ Displacement risk studies
- ☐ Creating a publicly available database of affordable housing properties at risk of losing affordability restrictions through the expiration of rent restrictions or tenant voucher programs
- ☐ Proactive monitoring of housing at risk of losing affordability restrictions and proactive enforcement of state-mandated tenant notification provision

Please provide more information on each of the policies selected (or links to documentation)

An adopted inclusionary housing ordinance: The City has an existing inclusionary housing ordinance, which is scheduled to be updated by June 2024 per Housing Element Program 4D.

Establishment of anti-displacement policies in conjunction with transit improvements: The City Council adopted guiding principles for the LOSSAN Rail project, which were recently re-affirmed.

Creation of a strategy or fund to preserve naturally occurring affordable housing: The City has three programs in the Housing Element to preserve housing including naturally occurring affordable housing. This includes:

- Program 5A processing of an ordinance to expand the allowance for renovation and improvement of existing multi-unit structures with non-conformities, which are the main source of naturally occurring affordable units in the City.
- Program 5B where the City Council adopted a new City Council Policy to require housing impact statement reports.
- Program 5C a special project to preserve existing housing stock through implementation of short term rental controls.

Rezoning and other policies that result in a net gain of housing capacity while concurrently mitigating development impacts on or from environmentally sensitive or hazardous areas:

Housing Element Programs 1A, 1B, 1C, 1D, and 1I involve zone code amendments and modification of the density/number of dwelling units allowed per lot. Environmental review has previously been conducted and will continue to be conducted for implementation of each program. In the North Commercial zone for example, parcels within the zone were excluded from the increases in allowable density due to existing environmentally sensitive resources and flood-risk related conditions on properties immediately adjacent to the San Dieguito Lagoon.

Zone changes or other policies (other than those listed in the Prohousing Policy Implementation section 3 above) that increase housing choices and affordability in High Resource and Highest Resource areas, as designated in the 2021 CTCAC/HCD Opportunity Maps: This project will be

incorporating lower income affordable units on a small City-owned vacant parcel. The Fairgrounds Affordable Housing Project is another example of a City priority to develop affordable housing in an area designated as a “Highest Resource” area.

On privately-owned properties, the City is in process of creating a variety of incentives to encourage affordable housing production. The City completed feasibility studies in June 2023 that identified the feasibility of affordable housing development for owners of properties identified in the City’s Housing Element sites inventory as well as for affordable housing development on other opportunity sites such as two adjacent vacant lots neighboring the Civic Center, the Del Mar Plaza, and existing apartment/condo complexes on non-conforming multi-unit sites.

APPLICANT STATEMENT FORM

This form must be signed by an authorized representative of the Applicant, such as the city manager or other authorized individual under the Applicant's policies and procedures, and demonstrate the Applicant's willingness to participate and fulfill the program requirements. If applying in a partnership, each jurisdiction under the partnership must have an authorized representative sign this form.

Please indicate application completeness by checking the following boxes, then sign and date below.

As an authorized delegate, I certify that my agency:

- ☒ Has not submitted a project that is already underway and is fully funded unless the application requests funds for additional work beyond the scope of the current project. I understand that TransNet funds cannot replace existing project funding.
- ☒ Has read the Grant Agreement Template and accepts and can meet the terms and conditions.
- ☒ Understands that SANDAG will not reimburse the applicant for expenses incurred before the Notice to Proceed issuance or after the grant term expiration.
- ☒ Understand that Projects already underway are eligible to apply ONLY if the Application requests funds for additional work beyond the scope of the current project. TransNet funds cannot be used to supplant or replace existing project funding.

If this application is approved for funding, I certify that my agency:

- ☒ Understands that the responses in this application will become requirements reflected in the Grant Agreement with SANDAG.
- ☒ Agrees to sign and return the Grant Agreement to SANDAG, without exceptions, within 45 days of receipt.
- ☒ Will submit progress reports and invoices documenting the use of grant and matching funds to SANDAG no less frequently than quarterly using the method required by SANDAG.
- ☒ Understand that my project must meet the performance measures in the grant agreement between SANDAG and the grantee.
- ☒ Will set up a separate project account for quarterly reporting and invoicing.
- ☒ Will not use project funding for alcohol, political, religious, or discriminatory themes or affiliations.

I certify that I agree with the above statements and that the information submitted in this application is complete and accurate. I have the authorization to submit this Grant Application on behalf of my agency.

Ashley Jones	City Manager
Print Name	Title
	4/9/2025
Signature	Date

REQUIRED FORMS

Equal Employment Opportunity Certificate

Certificate of Compliance with Equal Employment Opportunity Requirements

The Equal Employment Opportunity (EEO) provisions of the Agreement SANDAG will award to the Applicant requires the Applicant to provide equal employment to all people, regardless of race, color, religion, sex, or national origin.

Applicant certifies that it will comply with the provisions of the SANDAG Equal Employment Opportunity Program ([SANDAG Board Policy No. 007](#)) and rules and regulations adopted pursuant thereto, Title VI of the Civil Rights Act of 1964, the California Fair Employment Practices Act, and any other applicable federal and state laws and regulations relating to equal employment opportunity, including laws and regulations hereinafter enacted.

Furthermore, the Applicant certifies that it

☐ has ☒ has not

been found, adjudicated, or determined to have violated any laws of Executive Orders relating to employment discrimination or affirmative action including, but not limited to, Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000[e] et seq.); the Equal Pay Act (29 U.S.C. 206[d]); Executive Order (EO) 10925 (Kennedy, 1961), EO 11114 (Kennedy, 1963), or EO 11246 (Johnson, 1965); or the California Fair Employment and Housing Act (Government Code 12460 et seq.); by any federal or California court or agency, including but not limited to the Equal Employment Opportunity Commission, the Office of Federal Contract Compliance Programs, and the California Fair Employment and Housing Commission.

If yes, please explain the circumstance in the space below:

Ashley Jones

Print Name

City Manager

Title

Signature

Date

Public Contract Code Questionnaires and Statements

Public Contract Code Section 10162 Questionnaire

The Applicant shall complete, under penalty of perjury, the following questionnaire:

Has the Applicant, any officer of the Applicant, or any employee of the Applicant who has a proprietary interest in the Applicant, ever been disqualified, removed, or otherwise prevented from bidding or proposing on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

☐ Yes* ☒ No

*If Yes, explain the circumstances in the space below.

Public Contract Code Section 10232 Statement

In conformance with Public Contract Code Section 10232, the Applicant states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Applicant within the immediately preceding two-year period because the Applicant failed to comply with an order of a federal court which ordered the Applicant to comply with an order of the National Labor Relations Board.

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the Applicant declares under penalty of perjury under the laws of the State of California that the Applicant (must check one)

☐ has ☒ has not

been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "Applicant" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as well as any subapplicant of the Applicant, as referred to in Section 10285.1 (reference to "bidder/proposer"). Applicants are cautioned that false certification may subject the certifier to criminal prosecution.

Ashley Jones

Authorized Delegate Name

City Manager

Title

Ashley Jones

Signature

4/9/2025

Date

Non-Collusion Affidavit/Declaration

In accordance with Title 23, United States Code Section 112, and Public Contract Code 7106, the Applicant declares that the application is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The application is genuine and not collusive or sham. The Applicant has not directly or indirectly induced or solicited any other Applicant to put in a false or sham application. The Applicant has not directly or indirectly colluded, conspired, connived, or agreed with any Applicant or anyone else to put in a sham application, or to refrain from applying. The Applicant has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the grant amount requested, or that any other Applicant, or to fix any overhead or cost element of the grant amount requested, or of that of any other Applicant. All statements contained in the application are true. The Applicant has not, directly or indirectly, submitted its grant amount requested or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, application depository, or to any member or agent thereof to effectuate a collusive or sham application, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of the Applicant that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Applicant.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Applicant is cautioned that making a false certification may subject the certifier to criminal prosecution.

<u>Ashley Jones</u>	<u>City Manager</u>
Print Name	Title
<u></u>	<u>4/9/2025</u>
Signature	Date