

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
 - Equal Employment Opportunity Certificate
 - Public Contract Code Questionnaires and Statements
 - Non-Collusion Affidavit/Declaration
- Project Scope of Work, Schedule, and Budget workbook (Excel file)
 - The template is available in [BidNet](#).
 - 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
 - The template is available in [BidNet](#).

Grant Application

General Information

Applicant Information

Applicant Name	City of Imperial Beach
Applicant Address	825 Imperial Beach Blvd
Contact Name	Reyna Ayala
Title	City Planner/Management Associate
Phone	619.628.0858
Email	rayala@imperialbeachca.gov

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.imperialbeachca.gov/1724/Climate-Action-Plan-Update>

Project Information

Project Title	City of Imperial Beach Climate Action Plan Update
Project Area Limits	City of Imperial Beach jurisdiction boundaries
Brief Project Summary	To keep the City's CAP current and effective, the city plans to update its Climate Action Plan, including the greenhouse gas emissions inventory, and develop new emission reduction strategies. This process will involve community outreach to gather input and ensure the plan meets local needs and priorities.

Project Manager

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

Name	Reyna Ayala
Title	City Planner/Management Associate
Phone	619.628.0858
Email	rayala@imperialbeachca.gov

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	Invoicing
Name	Debbie McNeil
Title	Account Clerk/Technician
Phone	619.628.1423
Email	dmcneil@imperialbeachca.gov

Role	Grant Oversight
Name	Meagan Openshaw
Title	Community Development Director
Phone	619.628.2381
Email	

Role	
Name	
Title	
Phone	
Email	

Role	
Name	
Title	
Phone	
Email	

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	\$150,000
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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	
Amount of Funding	

Source of Funding	
Amount of Funding	\$

Source of Funding	
Amount of Funding	\$

Total Matching Funds Provided	\$
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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.	Number of publicly available progress reports and/or dashboards with pertinent performance measures	3 reports
2.	Number of authentic and creative public engagement events and actions such as "pop-up" demonstrations, walk audits, community bike/walk events, etc., and number of people engaged in them (disaggregated by demographics)	3 outreach events
3.	Number of suggestions/proposals from community engagement processes that are incorporated into decisions and plans	~10
4.	Number/percentage of staff who received training on smart growth per year (disaggregated by tenure, role, etc.)	0
5.	Updated Climate Action Plan	1

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



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 Imperial Beach will undertake a comprehensive update to its Climate Action Plan (CAP) utilizing a data-driven approach grounded in the latest science and recognized protocols. This ensures the plan is robust and actionable, and effectively guides the City toward meeting its climate goals.

Greenhouse Gas (GHG) Emissions Inventory and Baseline Year:

- **Inventory Update:** A foundational element of the CAP Update will be the development of an updated community-wide GHG emissions inventory. This inventory will quantify emissions from the primary sectors that ICLEI outlines for community-wide inventories: electricity, natural gas, transportation, solid waste, water, and wastewater.
- **Baseline Year:** The inventory will establish 2018 as the baseline year for the CAP Update and will compile monitoring inventories out to the year 2023. Using a recent baseline provides an accurate and relevant starting point, reflecting current conditions from which to measure future progress.

The City is currently in the process of updating its Greenhouse Gas Emissions Inventory.

GHG Emissions Forecasts:

- **BAU Projections:** Based on the updated baseline inventory, the City will develop "Business-as-Usual" (BAU) GHG emissions forecasts. These forecasts project future emissions

trajectories in the absence of new local climate actions, incorporating existing federal and state mandates that will influence future emissions.

- Drivers: Forecasts will be driven by projections for key local indicators such as population growth, housing development, economic activity (employment), vehicle miles traveled (VMT), energy demand, and waste generation rates, utilizing the best available data.
- Time Horizons: The CAP Update will include both near-term and long-term BAU forecasts, specifically projecting emissions for key state milestone years: 2030 and 2045.

GHG Reduction Targets:

- Establishment/Reaffirmation: The CAP Update will include clearly defined, quantifiable GHG reduction targets for 2030 and 2045.
- Alignment: These targets will be established or reaffirmed based on the updated baseline inventory and BAU forecasts. They will be set to ensure alignment with, and demonstrate the City's commitment towards achieving, California's statewide climate goals: reducing statewide GHG emissions 40% below 1990 levels by 2030 (SB 32) and achieving statewide carbon neutrality by 2045 (Executive Order B-55-18). The targets will represent the necessary reduction from the projected BAU emissions in each target year. Consideration will also be given to any existing, previously adopted City-specific climate goals.

GHG Reduction Measures:

- To ensure the plan includes specific and quantifiable GHG reduction measures that demonstrably lead to target attainment, we will implement a systematic approach focused on data, quantification, and specific action planning into our CAP update process, the City will ensure the final plan is not just aspirational but a concrete, measurable, and actionable strategy for achieving significant GHG reductions and meeting our climate goals.

CAP Implementation, Monitoring, and Updates:

- The CAP Update will incorporate a framework for ongoing monitoring of measure implementation and effectiveness. This includes tracking the defined actions and regularly assessing actual GHG reductions achieved compared to the quantified estimates. This allows the City to adapt its strategy over time, potentially modifying existing measures or introducing new ones if progress deviates from the planned trajectory toward the targets. The City would utilize funds to fund the first progress report following the CAP update.

This structured approach, starting with a robust inventory and baseline, followed by realistic forecasting and aligned target setting according to established protocols, provides the essential quantitative framework. It ensures the subsequent identification and selection of GHG reduction measures (as described elsewhere in this application) are directly linked to achieving Imperial Beach's specific, measurable, and ambitious climate objectives for 2030 and 2045.

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.

The City is committed to developing a Climate Action Plan (CAP) Update that serves as a practical and effective roadmap for achieving our greenhouse gas (GHG) reduction targets. To ensure the plan includes specific and quantifiable GHG reduction measures that demonstrably lead to target attainment, we will implement the following approach:

Data-Based Update: In 2024, the City initiated the process of updating its GHG emissions inventory. This updated baseline will provide the essential starting point for understanding current emission sources and quantity, allowing us to accurately calculate the reductions needed to meet established local and state GHG reduction targets (e.g., targets for 2030, 2035, 2045).

Measure Identification and Screening: We will identify a comprehensive list of potential GHG reduction measures across all relevant sectors, such as energy (renewable energy generation, energy efficiency in buildings), transportation (vehicle electrification, active transportation infrastructure, public transit enhancements), waste (diversion, methane capture), water (conservation, energy use in water systems), and land use. This identification phase will draw upon best practices from other jurisdictions, state guidance, technical expert recommendations, and input gathered through robust community and stakeholder engagement.

Quantification Methodology: Each potential measure identified will undergo a thorough analysis to quantify its potential GHG reduction impact. This involves:

- **Utilizing Accepted Protocols:** Measure assumptions will be thoroughly researched and transparent and may use CARB, ICLEI, EPA, and other peer-reviewed research to influence.
- **Defining Specific Actions:** Translating broad strategies into concrete actions. For example, instead of "increase renewable energy," the measure will be quantified based on specific targets like "Work with SDCP to encourage more commercial and residential electricity customers to switch to SDCP's Power 100 program."
- **Data-Driven Assumptions:** Basing quantification on realistic, data-driven assumptions regarding implementation rates, technology performance, participation levels, and timelines.

Ensuring Specificity: Strategies and Measures selected for inclusion in the CAP Update will be clearly and specifically defined. Each measure description will include:

- The precise action(s) to be taken.
- Estimated implementation timeline and milestones.
- Identified responsible City departments or partner organizations.
- Estimated GHG reduction potential (quantified as metric tons of CO₂e reduced).
- Consideration of co-benefits (e.g., air quality improvement, public health benefits), equity impacts, and feasibility.

Pathway to Target Achievement: The portfolio of selected measures will be aggregated to demonstrate a clear pathway toward meeting or exceeding the City's adopted interim and long-term GHG reduction targets. The CAP Update will explicitly show how the sum of the quantified reductions from the specific measures aligns with the required overall emission reductions identified from the baseline inventory.

Monitoring and Adaptation Framework: The CAP Update will incorporate a framework for ongoing monitoring of measure implementation and effectiveness. This includes tracking the defined actions and regularly assessing actual GHG reductions achieved compared to the quantified estimates. This allows the City to adapt its strategy over time, potentially modifying existing measures or introducing new ones if progress deviates from the planned trajectory toward the targets.

By embedding this systematic approach focused on data, quantification, and specific action planning into our CAP update process, the City will ensure the final plan is not just aspirational but a concrete,

measurable, and actionable strategy for achieving significant GHG reductions and meeting our climate goals.

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.

The Imperial Beach CAP Update will translate adopted GHG reduction targets into tangible results through a detailed set of emission reduction measures. For each measure included in the plan, we will provide comprehensive profile detailing:

- Quantified Impact: Estimated GHG reductions contributing to overall targets.
- Clear Description: What the measure involves and its objectives.
- Implementation Actions: Specific steps needed, identifying potential funding sources, timelines, responsible parties, and opportunities for partnership with local organizations or intergovernmental collaboration.
- Co-benefits: Additional positive outcomes, such as improved air quality, public health gains, or economic development.
- Equity Considerations: An assessment of how the measure affects different community groups, particularly vulnerable populations.

To ensure accountability, the City will continuously monitor progress on implementing these measures and track the resulting GHG reductions against our adopted targets. This ongoing assessment will inform any necessary modifications to the plan, maintaining a clear path toward achieving Imperial Beach's climate goals.

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 updated Imperial Beach Climate Action Plan (CAP) will be treated as a living document, ensuring it remains effective over time. A robust monitoring framework will be established to track progress towards GHG reduction targets using specific implementation metrics and periodic GHG inventory updates (planned every 2-3 years).

Beginning the year after the CAP's adoption, the City will complete a regular biennial monitoring report and every two years thereafter. At a minimum, the monitoring report will consist of an inventory update, details on progress implementing measure actions in their identified timeframes, outcomes achieved, and geographic distribution of measure investments and benefits in the community.

Furthermore, comprehensive updates to the entire CAP are planned approximately every five years to incorporate new data, science, and reassess strategies for achieving the 2045 targets and beyond.

This continuous cycle of monitoring, reporting, and updating will ensure accountability, transparency, and adaptive management, keeping the CAP relevant and guiding the City effectively towards its climate goals.

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.

To make sure the Climate Action Plan update accurately reflects the needs of the community, several strategies will be employed to actively involve residents throughout the process. This includes providing various opportunities for feedback through distinct outreach methods and feedback on the draft plan, while prioritizing outreach to underserved communities and those with limited English proficiency by offering translated materials and interpretation services. Additionally, opportunities for more in-depth participation, such as educational workshops and plan implementation, will be available to ensure a diverse range of perspectives are considered and the final CAP update has strong community support.

To ensure the Climate Action Plan (CAP) update reflects community priorities, various approaches will be used for outreach including:

Workshops and/or Surveys: Residents will have multiple opportunities to share their views throughout the update process. This includes participating in community workshops, responding to surveys, and/or providing feedback on the draft plan during public meetings before it's finalized. Information and meetings will be designed to be clear and accessible.

Inclusive Outreach: Special effort will be made to engage all community members, including underserved populations and those with limited English proficiency. This involves working with local groups, targeted outreach, and providing translated materials and interpretation services (such as in Spanish) to remove language barriers.

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)

Allowing residential in commercial zones - The City allows for residential development in almost all the commercial zones within the city. There are only two parcels located within a commercial zone that do not allow for residential development. All other zones that allow for commercial development/use are zoned commercial/mixed-use, allowing for residential, commercial, and mixed-use development.

Standard entitlement application - The City utilizes a standardized entitlement application package for ease of development review. The Administrative application package can be found [here](#), and the application package for an application that requires approval by the Planning Commission/ City Council can be found [here](#).

Publicly posting online status updates on permit approvals - To increase transparency and certainty in the development application process as required by law, the City has a variety of tools available for developers. This includes an online permitting platform called the Citizen Self Service (CSS) portal ([link](#)) where all permits are applied for and status updates on the permit approvals are available to be viewed online.

Direct residual redevelopment funds to affordable housing – The city directed residual redevelopment funds to an affordable housing project. The project staff report and approving resolution can be found [here](#).

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)

Tenant protection policies such as access to counsel, just cause eviction policy, etc. - Ordinance No. 2025-1253 was adopted at the February 19, 2025 City Council meeting ([City Council Regular Meeting - February 19, 2025 – Item 9a](#)), which will go into effect March 22, 2025. Ordinance No. 2025-1253 provides additional requirements for just cause evictions beyond the California Tenant Protection Act of 2019.

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.

Print Name	Title
	Apr 10, 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:

Print Name



Signature

Title

Apr 10, 2025

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.

Authorized Delegate Name	Title
	Apr 10, 2025
Signature	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.

Print Name	Title
	Apr 10, 2025
Signature	Date

SGIP Application - IB Climate Action Plan Update

Final Audit Report

2025-04-10

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