

CALIFORNIA COASTAL COMMISSION

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CALIFORNIA COASTAL COMMISSION
LCP LOCAL ASSISTANCE GRANT PROGRAM
NON-COMPETITIVE GRANT APPLICATION FORM

The California Coastal Commission is pleased to announce the availability of rolling grant funding to support local government coastal resiliency efforts. Funding is provided by the Budget Act of 2021, which appropriates \$31 million to the Coastal Commission to support its LCP Local Assistance Grant Program. The grant program is intended to provide assistance to local governments responsible for developing and amending Local Coastal Programs. Funds may be used for projects that are designed to assist local governments in assessing impacts and planning for coastal resiliency, including adapting to the impacts of climate change and sea level rise, and which contain an LCP planning component.

As part of the recently adopted grant program updates, the Coastal Commission developed a non-competitive, rolling application process that is separate from the Commission’s competitive grant rounds. **This rolling application process is designed for targeted projects up to \$100,000** which have a high likelihood of success over a shorter grant term, such as a single feasibility study with targeted LCP changes. The application form and additional details are provided below. More information on eligible grantees and projects, program priorities, and evaluation criteria can be found in the recently adopted [LCP Grant Program Updates](#).

Coastal Commission staff is available to assist during the application process. Applicants are encouraged to reach out to the LCP Grant team with any questions as they develop their applications. Contact information is provided below.

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APPLICATION FORM

APPLICANT INFORMATION

Applicant name (agency): County of Mendocino	
Address: 501 Low Gap Road, Rm 1010 Ukiah, CA 95482	
Primary Contact name: Xuyen Mallela	Title: Principal Administrative Analyst
Telephone: (707) 234-6077	Fax:
Email: mallelax@mendocinocounty.org	
Federal Tax ID#: 94-6000520	

Person authorized to sign grant agreement, amendments, and Request for Funds:	
Name: Darcie Antle	Title: Chief Executive Officer
Telephone: (707) 234-6034	Email: antled@mendocinocounty.org

PROJECT INFORMATION

Project Title: Mendocino County Sea Level Rise Resiliency Strategy	
LCP/LCP Segment: City of Fort Bragg, City of Point Arena, Mendocino County	
Project Location	
City/Geographic area: Mendocino County	
County: Mendocino	
Project Timeline	
Start date: 05/01/2023	End date: 05/31/2025

Signature: _____

Date: _____



CALIFORNIA COASTAL COMMISSION

LCP LOCAL ASSISTANCE GRANT PROGRAM

NON-COMPETITIVE GRANT APPLICATION

Applicant: County of Mendocino

Project: Mendocino County Sea Level Rise Resilience Strategy

Application Date: 9/2/2022 Revised 9/30/2022 and 4/18/2023

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Project Description

The scope of the proposed project consists of planning and development of a coordinated and organized Sea Level Rise Resilience Strategy (SLRRS) for Mendocino County, utilizing consultant support, in collaboration with community input from public and private stakeholders across the region. The overall goal is to develop a roadmap for future project development in Mendocino County by establishing baseline conditions, forecasting potential impacts from sea level rise (SLR) in multiple scenarios and timescales, and developing a list of priority resilience or mitigation projects for which future funding can be pursued.

This project will be a collaborative approach between public, private, and Tribal stakeholders, and will incorporate existing modeling tools/frameworks and risk assessment methodologies, current best-practice nature-based solutions, anticipated constraints, and lessons learned from our neighboring coastal counties when available. Community engagement will include a total of three (3) public-facing community outreach sessions and four (4) additional stakeholder planning sessions, alongside a public-facing survey to gather additional data from residents and stakeholders who are unable to attend the outreach sessions. The input provided by the public and the participating stakeholder groups will be used to generate the SLRR Strategy project list and lead to greater buy in and collaboration in pursuing these projects in the future.

This comprehensive SLRRS will be used to inform future policy and planning decisions and can serve as a guiding document for the County, Tribal organizations, special districts, local jurisdictions, and other stakeholders to seek funding for technical studies, preliminary design, or implementation of natural adaptation strategies to reduce the current and future risks of sea level rise. It will also be used to inform future LCP updates. This Mendocino County SLRRS will represent an initial step towards ensuring a sustainable and vibrant Mendocino County coastline.

This important work will be accomplished by leveraging funds from two grant funding programs. First, the County submitted a pre-proposal in April 2022 to the National Fish and Wildlife Foundation (NFWF) National Coastal Resilience Fund for the proposed Mendocino County SLRRS and was later invited to submit a full proposal which the County completed on June 30, 2022. The County was notified in December 2022 that the proposal was selected for award. The County is now applying for the LCP Local Assistance Grant Program with the intent of leveraging those funds with the awarded NFWF funds. Leveraging two grant funding programs will provide full project funding for development of the Mendocino County SLRRS.

Task Descriptions and Schedule

TASK 1: PROJECT IMPLEMENTATION AND GRANT MANAGEMENT

1.1 GRANT AGREEMENT KICKOFF

Hold grant agreement kick-off meeting with California Coastal Commission (CCC) staff to review grant procedures, expectations, invoicing, reporting, and other relevant grant

information. The County will prepare a summary of key information following the meeting and provide to all attendees.

1.2 PROJECT MANAGEMENT

General project management, County and Consultant coordination, tracking project budgets and schedules, and ensuring the project is on track to be completed within the appropriate timeframes and grant deadlines.

1.3 GRANT MANAGEMENT

Develop grant progress reports and reimbursement requests, communicate with CA Coastal Commission staff, as necessary, to adjust the grant agreement schedules, deliverables, etc. Submit biannual (twice per year) progress reports and quarterly reimbursement requests.

Task 1 Deliverables:

- *Kickoff Meeting Summary*
- *Three Grant Progress Reports*
- *Eight Grant Reimbursement Requests*
- *One Grant Final Report*

Owner(s): County of Mendocino

TASK 2: PROCURE CONSULTANT

2.1 PROCURE CONSULTANT

County staff will develop a Request for Proposals (RFP) to solicit a qualified consultant to lead the development of the Mendocino County Sea Level Rise Resilience Strategy (SLRRS) in accordance with CCC objectives, post the RFP on the Mendocino County [Open RFP Portal](#), assess and score the proposals received per the scoring matrix established in the RFP, select highest scoring consultant, and complete contract negotiations. The consultant selection process will be completed using State-approved procurement procedures.

Task 2 Deliverables:

- *Request for Proposals*
- *Executed contract with consultant*

Owner(s): County of Mendocino

TASK 3: SLR STRATEGY PLANNING

3.1 BASELINE SEA LEVEL RISE POLICY LCP UPDATE:

The Mendocino County Department of Planning and Building will prepare an update to the Mendocino County Local Coastal Plan (LCP) Section 3.4 Hazards Management and any other related sections that includes policies relating to sea level rise, including at a minimum baseline sea level rise policies of the type described by the Local Government Sea Level Rise Working Group. These draft sea level rise baseline policies will be sent to staff at the Coastal Commission for review and comment, and the Planning Division will incorporate comments from Commission staff as necessary. In addition, the draft sea level rise baseline policies will be submitted to the Board of Supervisors for review, comment and adoption, and made available for public comment. The Planning Division will prepare and submit an LCP amendment package (possibly as a de minimis update) to the Coastal Commission with the adopted sea level rise baseline policies.

3.2 EXISTING CONDITIONS ANALYSIS AND MEMORANDUM

The County and consultant will review, summarize, and synthesize existing resources to develop a baseline understanding of existing conditions on the Mendocino County coast which may include reviewing resources such as, but not limited to, the Multi-Jurisdictional Hazard Mitigation Plan (which contains information regarding assets of the County of Mendocino, the City of Fort Bragg, and the City of Point Arena), the Municipal Service Reviews conducted by the Mendocino County Local Agency Formation Commission (LAFCo) of coastal special districts, Geographic Information Systems (GIS) mapping data for the Mendocino County Coastline, including topography, existing infrastructure, and key wildlife and aquatic habitat areas, and historical information, including photographs, of the Mendocino County coastline over time. This may also include delineating areas of the Mendocino County coastline into different planning zones to provide a more effective framework for discussing vulnerabilities, impacts, and potential mitigation strategies.

From the existing conditions analysis, the County and consultant will develop a Mendocino County Coastal Existing Conditions Memorandum to be shared with stakeholders, who will then have an opportunity to provide feedback and input before the Memorandum is finalized.

The goal of this task is to inventory existing infrastructure, habitat, and other values potentially at risk from SLR and establish the “baseline condition” of the Mendocino County coastline in its current state.

3.3 STAKEHOLDER OUTREACH AND PUBLIC ENGAGEMENT KICKOFF

This task will consist of outreach and engagement with stakeholders to confirm participation in the project, establish lines of communication between stakeholders and

the County and consultant team, coordinate meeting availability, and solicit any relevant information that each stakeholder may already have or have access to for use in developing the Existing Conditions Analysis.

This will also include **one (1)** stakeholder kickoff meeting in which the project and its goals will be introduced, relevant stakeholder information will be requested, and an opportunity for feedback on the overall project approach and considerations for risk assessment prioritization will be provided. This Stakeholder Outreach and Public Engagement kickoff will also inform stakeholders of the need for project concepts and request any concepts that they have already been considering be submitted for inclusion in the SLR Resilience Strategy. The County will coordinate directly with the City of Fort Bragg to align this project with Fort Bragg's recently awarded grant to assess sea level rise concerns specifically at Noyo Harbor.

The County and consultant will also create and publish an online survey which will allow members of the public or stakeholder groups to submit feedback and project concepts electronically and at their convenience.

3.4 SLR ANALYSIS AND RISK ASSESSMENT

The consultant will use existing modeling tools/frameworks and risk assessment methodologies to analyze the potential impacts of various SLR scenarios using Coastal Commission guidance and categorizations of SLR impacts (low, medium, high, and extreme) on at least two timescales (such as year 2050 and 2100); identify the most useful tools for this analysis, including resources such as the National Oceanic and Atmospheric Administration (NOAA) Sea Level Rise Viewer, the United States Geological Survey (USGS) Coastal Storm Modeling System (CoSMoS), and many others to conduct the SLR analysis, which will follow current best practices.

This analysis is to provide a broad understanding of SLR concerns and an overall understanding of which coastal community assets, including habitat and ecosystems, are most consistently threatened under varying SLR models.

Following completion of the analysis using existing modeling tools and frameworks, a risk assessment will be conducted to determine and prioritize risks to community resources, infrastructure, critical ecosystems and habitat, and other features of interest. Risk assessment methodology will be established through utilizing existing guidelines and best practices for SLR analysis as well as integrating stakeholder feedback received during the stakeholder kickoff meeting.

The County expects the consultant will provide insight into risk assessment methodology, which may consider categories such as exposure to SLR, sensitivity to SLR impacts, and adaptive capacity, with numeric scores assigned to each category. Scoring assets through

the risk assessment process will create a preliminary prioritization of assets at risk from SLR and the relative importance of mitigating impacts for each of these assets. The SLR Analysis and Risk Assessment drafted during this task will be shared with stakeholders and the public to solicit effective feedback during the subsequent phase of the project.

Task 3 Deliverables:

- *Draft sea level rise baseline policies*
- *Adopted sea level rise baseline policies*
- *Submission of LCP amendment package to Coastal Commission with adopted sea level rise baseline policies*
- *Mendocino County Coastal Existing Conditions Memorandum*
- *Outreach documents including list of participating stakeholders, kick-off meeting agenda, meeting sign-in sheet, meeting minutes, and public outreach survey questions*
- *SLR Analysis and Risk Assessment Memorandum*

Owner(s): County of Mendocino and Consultant

TASK 4: SLR RESILIENCE STRATEGY AND POLICY DEVELOPMENT

4.1 PUBLIC WORKSHOPS AND STAKEHOLDER PLANNING SESSIONS

The County and consultant will host at least **three (3)** public workshops, geographically distributed to the extent feasible, with at least one workshop to be held in each incorporated coastal community, Fort Bragg and Point Arena.

Public workshops will include an overview of the project and its goals, a summary of the SLR Analysis and Risk Assessment Memorandum, and an opportunity to provide feedback on the document through open discussion and other methods.

This process will include seeking public input on mitigation project concepts, with an emphasis on nature-based solutions, generate and prioritize a list of mitigation project concepts for inclusion in the final SLR Resilience Strategy, though hearing the public's general feedback regarding mitigation priorities, assets in need of protection, and interest in participating in future projects will also be valuable.

In addition to the public workshops, a minimum of **four (4)** stakeholder planning sessions will be hosted, either in-person or virtual, to solicit feedback from stakeholder groups including public agencies and special districts, Native Tribes, State Agencies, and environmental advocacy groups.

The primary goal of the sessions will be to generate and prioritize a list of mitigation project concepts for inclusion in the final SLRRS , with a focus on nature-based solutions

and benefits to community resiliency. The online survey developed in Subtask 3.3 will also be made available to project stakeholders for both submitting mitigation project concepts and further publicizing the survey to increase public participation.

4.2 SLR RESILIENCE STRATEGY INITIAL DRAFT

Following both the public outreach and stakeholder planning sessions, the County and its consultant will synthesize the information developed in Task 2, the feedback received and project concepts during the public outreach and stakeholder planning sessions, and the project concepts provided into a draft Mendocino County SLR Resilience Strategy. This draft document will describe baseline, existing conditions, community resources, important habitat and ecosystems, existing infrastructure, and other assets at risk of impact from SLR.

The initial Draft will also provide the results of the SLR Analysis and Risk Assessment, methodology utilized, anticipated SLR impacts, and a catalog of potential mitigation projects, using the risk assessment framework to prioritize projects for future project development.

Upon completion, the Initial Draft will be made available upon completion to all interested stakeholder groups and the public for review and comment.

4.3 LCP POLICY LANGUAGE DEVELOPMENT

Based on the reports and input produced in Tasks 3 and 4.1-4.2, the Planning Division will prepare an update to the Mendocino County Local Coastal Plan (LCP) Section 3.4 *Hazards Management* that incorporates a narrative on the SLRRS and a preliminary set of draft Hazard Management policies that address sea level rise. These policies will be submitted to the Board of Supervisors for review and comment. Following the Board of Supervisors hearing, staff will update and/or complete the draft SLR policies, which will then be submitted to staff at the North Coast office of the Coastal Commission for review and comment under Task 4.4. The policies will be incorporated into an update to Section 3.4 Hazards Management and a future Local Coastal Plan (LCP) Amendment. These documents will be the basis for the development of draft LCP policies.

In November 2022, the County of Mendocino was awarded competitive LCP Local Assistance Program Round 8 grant funding to complete a multi-element update of its LCP and the draft policy language developed during this task will be incorporated during that project's LCP update activities.

It is anticipated that the work product, once adopted and certified (after the grant period), will provide a higher level of certainty for County staff, landowners and businesses when processing local coastal development permits within the Coastal Zone while reducing CCC appeals of such permits which, in turn, would reduce CCC staff workload.

4.4 PUBLIC AND CCC INPUT

Following completion of the draft SLR Resilience Strategy and proposed policy language, the County and consultant will host at least **one (1) public meeting** to present the initial draft and policy language to the public and interested stakeholders who will then have an opportunity to ask questions and provide comments in person. The County will also accept comments on the draft document in writing, either electronically or through hard copies. The initial draft and policy language will also be provided to the CCC for staff review and feedback.

4.5 SLR RESILIENCE STRATEGY AND POLICY UPDATE FINAL DRAFT

After receiving the final round of input from the public, stakeholders, and CCC staff, the consultant will catalog input received on the initial draft document, develop a matrix of comments received and responses to those comments, and revise into a Final SLRRS and proposed policy language which will be presented to the Mendocino County Board of Supervisors for approval and adoption, as appropriate.

The final SLRRS will serve as the roadmap for Mendocino County's future SLR mitigation and can be used to support future funding applications for planning, design, and implementation of SLR mitigation projects.

Task 4 Deliverables:

- *Outreach documents from all public and stakeholder planning sessions including agendas, sign-in sheets, and minutes*
- *DRAFT LCP Hazards Management Element update language*
- *DRAFT Mendocino County SLRRS*
- *Final Mendocino County SLRRS*

Owner(s): County of Mendocino and Consultant

Schedule

Proposed Start/End Dates:

Task 1. Project Implementation and Grant Management	May 2023-May 2025
1.1 Grant Agreement Kickoff	May 2023
1.2 Project Management	May 2023-April 2025
1.3 Grant Management	May 2023-April 2025
Outcome/Deliverables:	
a. Kickoff Meeting Summary	a. May 2023
b. Progress Reports	b. Every 6 months

c. Reimbursement Requests d. Final Report	c. Quarterly d. April 2025
Task 2. Consultant Procurement	June 2023-August 2023
2.1 Procure Consultant	June 2023-August 2023
Outcome/Deliverables a. Request for Proposals b. Executed Contract with Consultant	a. June 2023 b. August 2023
Task 3. SLR Strategy Planning	August 2023-March 2024
3.1 Baseline Sea Level Rise Policy LCP Update	August 2023-January 2024
3.2 Existing Conditions Analysis and Memorandum	August 2023-October 2023
3.3 Stakeholder Outreach and Public Engagement Kickoff	September 2023-October 2023
3.4 SLR Analysis and Risk Assessment	November 2023-March 2024
Outcome/Deliverables a. Draft sea level rise baseline policies b. Adopted sea level rise baseline policies c. Submission of LCP amendment package to Coastal Commission with adopted sea level rise baseline policies d. Mendocino County Coastal Existing Conditions Memorandum e. Outreach Documents f. SLR and Risk Assessment Memorandum	a. September 2023 b. December 2023 c. January 2024 d. October 2023 e. October 2023 f. March 2024
Task 4. SLR Resilience Strategy and Policy Development	March 2024-May 2025
4.1 Public Workshops and Stakeholder Planning Sessions	March 2024-May 2024
4.2 SLR Resilience Strategy Initial Draft	June 2024-October 2024
4.3 LCP Policy Language Development	October 2024-December 2024
4.4 Public and CCC Input	January 2025-February 2025
4.5 SLR Resilience Strategy Final Draft	March 2025-May 2025
Outcome/Deliverables a. Outreach documents from all sessions including agendas, sign-in sheets, and minutes. b. Draft LCP Hazards Management Element update language c. Draft SLR Resilience Strategy d. Final Mendocino County SLR Resilience Strategy	a. Following each session, final in February 2025 b. December 2024 c. October 2024 d. May 2025

Benchmark Schedule

ACTIVITY	COMPLETION DATE
Execute Contract with Consultant	August 2023
Existing Conditions Analysis and Memorandum	October 2023
LCP Amendment Package with adopted sea level rise baseline policies	November 2023
SLR Analysis and Risk Assessment	March 2024
SLR Resilience Strategy Initial Draft	October 2024
LCP Hazards Management Element update language	December 2024
SLR Resilience Strategy Final Draft	May 2025

Budget

Funding Request: \$ 133,050

Total Project Cost: \$ 227,050

<i>County of Mendocino</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
LABOR COSTS¹			
County/City Staff Labor			
Task 1 – Project Implementation and Grant Management	\$6,500	\$0	\$6,500
Task 2 – Consultant Procurement	\$6,000	\$0	\$6,000
Task 3 – SLR Resilience Strategy Planning	\$7,000	\$0	\$7,000
Task 4 – SLR Resilience Strategy Development	\$16,000	\$0	\$16,000
Total Labor Costs	\$35,500	\$0	\$35,500
DIRECT COSTS			
Consultants²/Partners			
Consultant A			
Task 1 – Project Implementation and Grant Management	\$8,500	\$8,500	\$17,000
Task 2 – Consultant Procurement	\$0	\$0	\$0
Task 3 – SLR Resilience Strategy Planning	\$42,500	\$42,500	\$85,000

¹ Amount requested should include total for salary and benefits.

² All consultants must be selected pursuant to a bidding and procurement process that complies with all applicable laws.

<i>County of Mendocino</i>	CCC Grant Total	Match/Other Funds	Total (LCP Grant Funds + Match/ Other Funds)
Task 4 – SLR Resilience Strategy Development	\$43,000	\$43,000	\$86,000
Consultants Total	\$94,000	\$94,000	\$188,000
Total Direct Costs	\$94,000	\$94,000	\$188,000
OVERHEAD/INDIRECT COSTS³			
Total County/City Staff Overhead/Indirect Costs	\$3,550	\$0	\$0
TOTAL PROJECT COST	\$133,050	\$94,000	\$227,050

³ Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it. Amount requested for indirect costs should be capped at 10% of amount requested for "Total Labor."