State of California  
Department of Parks and Recreation  
Division of Boating and Waterways  
Local Assistance Loan and Grant Programs

Application Instructions  
Shoreline Erosion Control Grant Program  
For Funding in Fiscal Year 2021-22

- Limited funds are available through this grant program. This is a competitive program. Projects that qualify for funding may not receive funding authorization in the State budget, and the State may authorize a lesser amount of funding than requested in the application.

- Before preparing an application contact Casey Caldwell, (916) 327-1787, casey.caldwell@parks.ca.gov, to verify your project and agency are eligible to receive DBW grant funding and you are applying to the appropriate program.

- To apply for a Shoreline Erosion Control grant, DBW encourages you to use our Online Grant Application (OLGA). OLGA and related instructions are available here: http://olga.dbw.parks.ca.gov/egrams_dbw/User/home.aspx. DBW expects this system to be available by the end of October.

- DBW encourages you to start preparing your application early, and to contact Casey Caldwell if you have any trouble using OLGA. If you have attempted to use OLGA but cannot complete or submit your application through that system, you may instead submit your application on paper. (The information we gather through the paper and online versions of this application is essentially identical.) If you submit via paper, send DBW three (3) copies of a document that provides all the project information requested below. This document must not exceed 20 pages in length (excluding supporting documentation), must not be stapled or bound, and must be in Times New Roman or Arial 12 point font, single or double spaced.

- The application must be accompanied by all supporting documents requested to the extent they are available at the time of application. The application and supporting documents must be received by DBW no later than 5:00pm on Monday, December 16, 2019. Hard-copy applications may be mailed or hand-delivered to DBW, but applications will not be accepted via email or fax. Mail applications to:

  Shoreline and Beach Grant Programs  
  Attn: Casey Caldwell, Project Manager  
  California State Parks  
  Division of Boating and Waterways  
  Loan and Grant Financial Services  
  One Capitol Mall, Suite 500  
  Sacramento, California 95814
• A separate application will be necessary for each phase of a multi-phase project.

• A study may be fundable through this program, provided the study is focused on addressing—not identifying—a shoreline erosion control problem. DBW does not fund routine shoreline monitoring and maintenance, including general condition surveys.

• If multiple agencies are sponsoring the project, such as when a regional entity is involved, designate one agency as the “lead agency” for purposes of submitting the application and corresponding with DBW. This agency must be the agency with maintenance responsibility for the whole area of public property that would benefit from the project.
Section I: Applicant Information

1. Provide the date this application is being completed.

2. Provide the legal name of the Applicant; for example, City of Sacramento, County of Kern, Tahoe Regional Planning Agency.

3. Identify what type of public entity the Applicant is; for example, city, county, special district. Only federal, state, regional, and local government entities are eligible for DBW's shoreline erosion control and public beach restoration grant funding.

4. Provide the mailing address of the Applicant.

5. Provide contact information for the individual DBW should communicate with regarding this application, including their phone number and email address.

Section II: General Project Information

If this application is requesting funding for one phase of a larger overall project, provide information about the larger overall project for items in Section II.

6. Provide the name of the project.

7. If DBW has previously provided funding for any work on this project, provide the DBW agreement number and indicate when and how much funding was provided. Also provide amounts and dates for other prior State investments in this project.

8. Identify all public agencies that are involved or will be involved in the project. Explain each entity's role in the project, including its involvement in any previous phases of the project.

9. State the scope of the entire project, including but not limited to this phase, and specify which portion(s) of the scope your agency would fund with this grant.

10. Describe the history of this project up to the date of this grant application.

11. To the best of your agency’s knowledge, has a DBW representative visited the project site in the last 10 years? If so, identify the visitor and the purpose of the visit.

12. Is your agency aware of opposition to the project? If so, identify the nature of the opposition and your agency’s response to that opposition.
12a. Have public meetings related to the project occurred, including but not limited to portions of local Board/Council meetings? If so, attach copies of meeting agendas and minutes if available.

12b. If public meetings are scheduled, indicate when and where they will occur, and attach any notices that have been made public.

13. State each of the major problems the project will address. Examples of potentially major problems include but are not limited to risks to human health and safety, storm surge damage to public infrastructure, and imminent loss of recreational or ecological benefits due to erosion.

14. List the items of public infrastructure and public assets that this project will protect, including but not limited to buildings and roadways.

15. If this project site is located within one mile of a marine protected area, an area of special biological significance, a coastal sanctuary area, and/or an area with known regular surfing activity, identify each relevant location and state how the project will affect each area.

16. If this project is located within one mile of reserved federal lands, including lands reserved for military, public, or tribal purposes, identify each relevant location and state how the project will affect each area.

17. List all environmental reviews, permits, consistency determinations, and other approvals required to construct the project. Indicate the current status of each listed item.

18. Explain how all the property within the proposed project area is, and will be, owned and operated. The entire project area must be publicly owned throughout the project and for 20 years after project completion. Studies and other intellectual property must be fully publicly owned immediately upon acceptance as final.

19. Indicate whether any portion of the project area, or the area expected to be impacted by the project, is owned or operated by the Department of Parks and Recreation. If your agency manages this area under an Operating Agreement with the Department of Parks and Recreation, attach a copy of the Operating Agreement.

20. Indicate whether this project has been authorized by Congress for federal financial participation. If it has, identify the source of the authorization.

21. Provide a map of the project location. Include markers on the map to show all existing public access points to the shoreline that are located within the project area. Indicate whether each of these points provides access for physically handicapped shoreline visitors. If the project will create additional access points, identify where they will be created. If the project will include beach nourishment, show the constructed
footprint and expected changes over time. (More than one map may be necessary to provide this information.)

22. To the best of your agency’s knowledge, are any other construction projects planned within or near the boundaries of the littoral cell that may change the subject shoreline or access to it? If so, describe the projects and their expected impacts.

23. Describe the impact the project is expected to have on public facilities and roadways in and near the project area both during and after construction. In addition, indicate whether any public parking will be added or removed in conjunction with the project.

24. Does this project protect, encourage, and/or create low-cost tourism and recreational opportunities? If so, describe them.

25. Describe whether and how your agency believes the project will impact nearby natural resources and residential and business uses.

26. If any diking, filling, or dredging requirements are associated with this project, explain why the activity is necessary, and what mitigation measures will be taken to minimize adverse environmental effects. Note that “filling” includes placing sand anywhere in the project area.

27. If this project will construct a revetment, breakwater, groin, harbor channel, seawall, cliff retaining wall, or any other structure that would alter natural shoreline processes, describe the structure(s) to be built and its anticipated impact on the shoreline.

28. Explain all steps that have been taken to ensure that this project will not duplicate or affect other existing or planned projects near the project area and within the littoral cell.

29. Explain how sea level rise may impact the effectiveness of this project, and what steps will be taken in the project design to account for possible sea level rise. In addition, explain how this project will help to solve the long term issues within and near the project area related to sea level rise.

30. Is this project directly or indirectly addressed in a certified Local Coastal Program? If so, provide a copy of the plan or a URL link to it, and identify the relevant page number(s).

31. Indicate whether the proposed project addresses recommendations contained in a final, published Coastal Regional Sediment Management Plan prepared in collaboration with the Coastal Sediment Management Workgroup (https://dbw.parks.ca.gov/29337). If it has, identify the Plan and page number(s).
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32. If any other shoreline protection projects costing over $100,000 (including pre-construction costs) have occurred in the project area in the 10 years prior to the date of this Application, describe the projects and the results of those projects.

Section III: Grant Request and Project Information

33. Identify the grant funding amount being requested from DBW in this application. In addition, indicate whether your agency would accept a lesser amount of funding if DBW cannot fully fund the project phase this year, and if so, the minimum amount of funding that would be useful for this project phase.

34. Provide the expected start date and completion date for this phase of the project, and attach an estimated project schedule that includes all project phases.

35. In the “Supplemental Forms” Excel workbook available at DBW’s website, provide a list of estimated benefits (e.g. human health and safety, storm damage reduction, ecological, recreational) for this phase of the project, and for the project as a whole, including any benefits that will be realized within the 20 years following completion of construction. Quantify these benefits, bearing in mind that an investment of public funds through this program must result in an equal or greater benefit through public value created and/or public costs avoided. If applicable, include estimated state, local, and county tax benefits, as well as estimated values of recreational benefits, protection of ecological resources, and environmental justice considerations. It may be helpful to determine an annual value of each category of benefits and multiply it by the length of time over which the benefits will be realized.

36. In the “Supplemental Forms” Excel workbook, provide a list of estimated costs for this phase of the project, and for the project as a whole, including expected maintenance costs and any other required costs that will be realized within the 20 years following completion of construction. If applicable, include contingency costs, permitting costs, inspection costs, and escalation costs. Identify the source(s) of funding that are expected to pay costs related to this project that will be incurred through 20 years after completion of this phase, including costs that will be paid through in-kind match provided by the project sponsor. DBW can only provide grants for projects that are or will be fully funded.

37. In the “Supplemental Forms” Excel workbook, provide a numeric benefit/cost analysis that justifies the proposed public expenditures on this project.

38. Identify potential alternatives to this project, including maintaining the no-project condition and managed retreat, and explain why the proposed project was chosen over these alternatives. Do not respond that any alternative is “not an option”; instead, explain what is expected to happen if that alternative plays out.
39. For projects where sediment will be placed on the beach or in the nearshore environment, provide information on compatibility of the placed sand with the native sand (grain size, angularity, color, percent fines, etc.); what the expected rate of shoreline retreat and sand volume loss will be after the project is completed; how frequently your agency believes the project site will need to be renourished with sand, and what sources of sand and funding exist to supply and pay for future renourishments. Also indicate whether the project has the potential to make beneficial reuse of sediment that is expected to be obtained from a separate project.

40. Attach any studies, environmental reports, biological surveys, and designs that have been prepared for the project.

41. If your agency has retained an outside engineer, designer, or other consultant for the project, provide contact information including individual's name, title, company, address, telephone, and email address.

42. Attach resolutions from all governing bodies that, through this Application, are formally requesting grant funding from DBW for this project phase. If resolutions are not yet available, indicate when DBW should expect to receive them. **DBW must receive all necessary resolutions by Friday, February 28, 2020.**

**Section IV: Match Commitment**

43. The Shoreline Erosion Control Program requires local sponsors to contribute at least 50 percent of project costs, in cash and/or pre-approved in-kind services. So, for a project with a total nonfederal budget of $1,000,000, the local contribution would be at least $500,000, and the maximum grant available would be $500,000. Per statute, other State funding sources cannot be used to pay the local share of costs. Using the “Supplemental Forms” Excel workbook, indicate and list the amount and types of match your agency proposes to provide for this project. If local personnel time will be used, include each individual’s title, hourly rate (straight time only), and expected hours worked.

**Section V: Signature**

44. Type the following statement:

“Under penalty of perjury, I hereby certify that I am an authorized representative of the Applicant, and that I have been authorized by the Applicant by resolution to execute this Application for DBW funding.”

Sign and date the application document underneath this statement. Type or print the name and title of the individual signing the document next to the signature.