

## Species and Habitat Recovery Grant Application

Grant Application Form and required supplementary materials (hereafter referred to as "application") cannot exceed 12 pages.

Applicant Name<sup>1</sup>: San Dieguito River Park Joint Powers Authority \_\_\_\_\_

Address: 18372 Sycamore Creek Road \_\_\_\_\_

Phone: 619-890-5440 \_\_\_\_\_

Email: Jason@sdrp.org \_\_\_\_\_

Name of Property: West Bernardo Mountain Habitat Management Area \_\_\_\_\_

General Location<sup>2</sup>: 33° 3'40.02 "N 117° 5'31.23 "W Bernardo Mountain, Lake Hodges \_\_\_\_\_

Jurisdiction<sup>3</sup>: County of San Diego \_\_\_\_\_

Total Acres: 97 acres \_\_\_\_\_

Estimated Acres Requiring Management: 12.5 acres \_\_\_\_\_

Owner(s) of Property<sup>4</sup>: San Dieguito River Park Joint Powers Authority \_\_\_\_\_

Land manager(s) of property (include name[s]): SDRP, JPA Jason Lopez, Resources and Trails Manager \_\_\_\_\_

### Brief project summary that includes your primary goal and objectives. (200-word maximum)

Enhance and restore suitable coastal sage scrub and cactus scrub habitat for Coastal Cactus Wren (*Campylorhynchus brunneicapillus sandiegensis*). Rehabilitate habitat destroyed by 2007 Witch Creek Wildfire. Create an additional territory by installing 2775 1-gallon cacti. Install cactus in areas without cactus scrub and 4-6 feet from existing cactus or native plants. Increase the overall Bernardo Mountain population size which is estimated to be 11 (as of December 2021). Provide immediate benefits including foraging by wrens (CACW) from the occupied territory adjacent to the site. Once mature, the habitat can be claimed by the offspring of the last 3 remaining breeding pairs of CACW located west of Interstate 15. Mature habitat could be used for CACW translocated from other genetic clusters. Effectively eradicated non-native annual weeds from the work area (12.5 acres). Maintain the CACW population during drought by providing healthy understory which will help to increase arthropod diversity. Create additional habitat which is essential to the long-term survival of the western population of the San Dieguito genetic cluster. CACW habitat that is protected from human interference including pets. Design project to mimic

<sup>1</sup> While collaboration is encouraged in the development of the grant application, the application must identify one organization as the lead entity that will enter into an Agreement with SANDAG.

<sup>2</sup> Physical address, or closest cross streets or property boundary.

<sup>3</sup> Name of city where the project is located. County of San Diego can be listed for the unincorporated areas of the region.

<sup>4</sup> If the applicant is not the landowner, please submit a letter or right-of-entry permit from the landowner granting permission to perform the land management duties as outlined in the application. Failure to provide the letter or right-of-entry permit will lead to disqualification of the application. (Attached letter or right-of-entry permit (if applicable) does not count towards 12-page maximum.)

other projects in the area that have resulted in CACW use for foraging and breeding.

**Quantify expected results (add bullets as necessary)**

- Harvest 2,775+ cactus pads from adjacent habitat and grow in 1-gallon containers.
- Install 2,775 1-gallon rooted cactus in a 3.14-acre planting site. Success is 75% survival or 2,081 live cactus after 5 years.
- Annual weeds eradicated from 12.5 acres (includes planting site). Success is 95% sustainable removal after 5 years.
- Cactus scrub habitat for the establishment of an additional cactus wren territory. Work will result in 4.14 acres of cactus scrub and at least 8.36 acres of enhanced coastal sage scrub.
- Detailed reporting as required by grant.

**Brief description of dedicated staff and/or consultants/contractors that would work on the Project. (200-word maximum)**

**Jason Lopez, Resources and Trails Manager at the San Dieguito River Park (SDRP)**, has worked with the park since 1996. He has 18 years of habitat restoration experience on Bernardo Mountain (EMP project work site location). Since 2004, he has implemented the Bernardo Mountain Habitat Management Plan (182 acres) and the West Bernardo Mountain Habitat Management Plan (97 acres) since 2008. The species of focus for both Habitat Management Areas are Coastal Cactus Wren and Coastal California Gnatcatcher. Jason carried out the SDRP Post-fire Coastal Cactus Wren Restoration Project (67 acres Bernardo Mountain and San Pasqual Valley) from 2008 to 2010 which was primarily funded by the San Diego Foundation. Implemented the USDA-NRCS California Gnatcatcher and Coastal Cactus Wren Restoration Project at Bernardo Mountain from 2014 to 2018. Avian Surveys (Mahrdt and Weaver, 2014 and 2021) have shown that habitat created by habitat restoration projects on Bernardo Mountain were used by cactus wren for foraging and breeding.

**Black Sage Environmental Inc.** Under the supervision of JPA staff, Black Sage will conduct the invasive species control work and container cactus installation.

**Native West Nursery** is a wholesale nursery is located in San Diego County that will harvest, grow, and deliver the cactus.

## Funding Needs Summary

Please indicate how much funding is being requested from SANDAG and any matching funding proposed.

Budget Item	Requested Funding Amount	Description
Personnel Expenses Staff	\$ 0	Includes staff time for non-administrative work on the project
Personnel Administrative Expenses	\$0	Includes all staff time to administer the contract
Consultant/Contractor Expenses	\$ 82,714.	Includes all costs for consultant/contractor services
Other Direct Expenses	\$ 0	Includes all equipment, supplies, mileage, etc.
<b>Totals</b>	<b>\$</b>	

*\*if applicable*

**Are there matching fund available?**  **Yes**  **No**

**If yes, how are the matching funds assured? (100-word maximum)**

*Attach a letter from the organization/partner that ONLY provides confirmation that they are committed to providing the matching funds proposed for this project. Letters confirming matching funds will not count toward the 12-page limit. (General letters of support not related to commitment of matching funds will NOT be accepted and will NOT be considered as part of the application).*

Letter confirming that San Dieguito River Park, JPA is committed to providing matching funds for project oversight, quality control, and administrative costs as outlined in Exhibit B – Proposed Project Budget. Jason Lopez will designate work boundaries in the field and on maps, coordinate access, monitor for invasive weeds, organize work, and address any shortcomings. Personnel will be trained regarding target species for invasive species control, potential hazards, and avoidance of environment impacts. Collection sites will be mapped and supervised. Plantings sites will be clearly designated and installation will be monitored. Photographs will be taken and quarterly reports will be submitted.

## Project Application

The application will include: (a) the purpose of the project; (b) the scope of work by tasks; (c) the proposed budget, including matching funds, by task; and (d) a schedule for each task. Applicants must clearly identify their proposed tasks in the scope of work, funding requested for each task (please identify staff hours and cost separately from consultant/contractor costs), start and end dates of the tasks, and deliverables.

*Applicants are encouraged to identify phasing and prioritization of tasks in their application in case full funding for the project is not available.*

### Project Purpose

Address the following in the application:

1. Describe the proposed management activity(ies) and how it relates to the Management Strategic Plan (MSP) for Conserved Lands in Western San Diego County. Is there current management occurring or has past management occurred on the property (please describe)? If the proposed management activity is based on the results from past field inspections of the species occurrence, describe the conditions and management needs identified and whether or not the data has been provided to the San Diego Management and Monitoring Program. If implementing fire management actions, describe the management technique being used and whether a fire plan currently exists.

The proposed management activities are to eradicate invasive species and harvest, grow, and install rooted cactus. This work will benefit Coastal Cactus Wren which is a MSP priority species. The Species Management Focus Category is SO (Species whose persistence of 1 or more significant occurrences in the MSPA is at high risk of loss without immediate management action above and beyond that of daily maintenance activities). The property is called the West Bernardo Mountain Habitat Management Area and the primary management goal is the conservation of Coastal Cactus Wren and Coastal California Gnatcatcher. Restoration activities and biological monitoring has occurred here since 2008. Avian Surveys focused on cactus wren and gnatcatcher occurred in 2014 and 2021 (Mahrtdt and Weaver) and were submitted to SDMMMP. Cactus wren specific monitoring has also occurred (2016-2018 Mahrtdt and Weaver, 2019 - 2020 Mahrtdt). Adjacent to the proposed work site is an active cactus wren breeding territory referred to as Territory 1 that is composed of cactus scrub that did not burn in 2007 and cactus scrub that was restored by SDRP. The results of the 2021 survey indicated that there are only 3 territories where breeding was confirmed and 5 active territories in total. All 5 territories use cactus scrub that was restored as part of the post-fire restoration projects. These birds represent the furthest west cactus wren that make up the San Dieguito population and the only cactus wren west of Interstate 15. There is a need to establish more cactus scrub habitat at Bernardo Mountain to provide space for the offspring and for the long-term survival of cactus wren in the area. There is also a need to establish more habitat in the event of a catastrophic event like wildfire and the location of the work site is adjacent to cactus that did not burn during the 2007 Santa Ana wind driven fire event so the EMP site may also survive the next event.

2. Which MSP species and their habitats will benefit from the proposed management activity? Which specific MSP objective(s) and action(s) will be implemented? Name the specific MSP species occurrence(s) to benefit from the management activity, if applicable.

The primary species of focus for this work is the Coastal Cactus Wren. The project meets the MSP objective of implementing high priority management actions to protect, enhance, and restore suitable cactus scrub habitat for coastal cactus wrens, to increase effective population size in each genetic cluster at a short term sustainable level, rehabilitate habitat destroyed by wildfire, improve habitat quality to maintain populations during drought, enhance connectivity within genetic clusters to increase genetic diversity and rescue small populations, and manage anthropogenic predation risk to ensure the long term persistence of cactus wrens on Conserved Lands in the MSPA.

CAMBRU-7: Continue supporting restoration of cactus scrub based upon ICR's Restoration Analyses for the San Pasqual Valley/Lake Hodges coastal cactus wren genetic cluster (see occurrence table) to: rehabilitate cactus scrub destroyed or degraded by the 2007 Witch Fire; to expand occurrences, particularly adjacent to Lake Hodges; to improve connectivity within the genetic cluster; and as needed, to manage high risk of anthropogenic predation of adults and nestlings.

CAMBRU-9: Implement prefire management to reduce potential severity and impacts from future fire at prioritized cactus wren occurrences and habitats most at risk from wildfire.

3. To be eligible for funding, the proposed project must be within the MSP area. In which Management Unit is the project located? (*Attach a map*) MU6
4. Describe the stressors and/or threats to the MSP species and their habitats in the project area that will be addressed through implementation of this project application.

Cactus wrens at Bernardo Mountain are geographically isolated. There are no known cactus wren territories west of the Bernardo Mountain population in the San Dieguito River watershed. The "San Dieguito population" consists of birds in San Pasqual Valley (Safari Park area), Lake Hodges (Bernardo Mountain and Mule Hill) and a small patch of cactus scrub near Bear Valley Parkway. Otherwise, the closest substantial populations are at Lake Jennings near Lakeside and Camp Pendleton near Fallbrook. If extirpated from Bernardo Mountain, the return of cactus wren to the area is questionable because of the constrained wildlife corridor between the Bernardo Mountain habitat and the San Pasqual habitat where the population is more robust. There is a line-of-sight connection between the Bernardo Mountain and Mule Hill population but Interstate 15 is an obstacle and only a few birds remain in the Mule Hill habitat. There is no line-of-sight connection between Mule Hill and San Pasqual. It is unknown if there is currently any exchange between the Mule Hill and Bernardo Mountain birds. In order for the cactus wren to persist at Lake Hodges/Bernardo Mountain there needs to be more cactus scrub habitat. Additional high quality cactus scrub habitat will provide opportunities for the offspring of the 3-breeding pair, additional foraging areas, and potential refugia in the event of wildfire. In addition, the entire San Dieguito population all share the same genetics and the newly create habitat could be used by cactus wren translocated from other genetic clusters.

5. Describe the management techniques proposed, including whether they have been previously used successfully and where. Are there any negative effects to MSP and other sensitive species and their habitats that could result from the proposed management action?

Management technique proposed consists of careful monitoring of invasive plants and timely and aggressive control. Harvest cactus from the adjacent sources. Grow cactus in a nursery for one year or more. Carefully install rooted cactus in a predetermined area containing cieneba series soils. Monitor project for invasive plants and cactus heath. Utilize Volunteers as an adjunct to proposed project. This strategy has been used for many years to rehabilitate and create cactus scrub habitat on Bernardo Mountain. A recently completed site where these activities were employed was part of a new territory (T3 north). In addition, invasive species control work occurred last year in Territory 3 South and survey results showed that cactus wren used the treated area extensively. Work crews will be small in order to minimize disturbance to wild life. Plant installation and most invasive species control will occur outside of the breeding season. Invasive species work will not occur in areas considered breeding habitat. When digging holes, a resource hazard analysis will be conducted and crews will be taught to look out for terrestrial and subterranean arthropods, rodents, and reptiles.

6. What strategic approach will be used to ensure the successful, long-term outcome of the proposed project (e.g. upstream exotic removal prior to downstream, future on-going maintenance)? Which adjacent conserved lands will not be included and why?

Careful monitoring of the restoration site in order to determine when invasive plant species need to be

treated is an essential component of the restoration strategy. Treating weeds before they produce seed, follow up spot treatments, and comprehensive control are all essential components to a successful wildlands invasive species project and will help to reduce herbicide use. Careful monitoring of the cactus in order to determine the need for interventions such as supplemental watering or predatory exclusion is the strategy that will be employed to insure a successful planting. In addition, utilizing volunteers to do additional harvesting of cactus that can be grown at the San Dieguito River Park nursery or scattered on the site will help ensure that the planting site is dense and successful. Adjacent conserved land that is disturbed can be restored.

7. What are the goals and objectives for the proposed project? What criteria/metrics will be used to measure success? If applicable, what quantitative monitoring data will be collected to evaluate success? Who will be collecting the monitoring data and what are their qualifications?

Enhance and restore suitable coastal sage scrub and cactus scrub habitat for Coastal Cactus Wren is the goal. Because cactus grows slow and does not become nesting habitat for 8-10 years the success of the project will be measured by plant success with the goal of 75% survival after 5 years. In addition, the site will be surveyed by a qualified biologist as part of the Bernardo Mountain and West Bernardo Mountain Habitat Management Plan implementation. Avian surveys are expected to occur in 2026 and 2031 although cactus wren specific surveys most likely will occur before that date. Use of the site by cactus wren for foraging would represent short term success. Eradication of invasive plants over the 12.5 acres site is a goal and 95% removal by year 5 is the expectation.

8. How will the applicant manage the data collected? What software will be used to house the data? Who will be responsible for compiling and transferring the data to SANDAG? Who will be preparing the required quarterly, final, and all other reports?

Data, photographs, survey reports, project status reports, and other reports will be stored at the San Dieguito River Park main office. Information is stored on an off-site cloud storage system and hard drives. Resources and Trails Manager, Jason Lopez will report to SANDAG (quarterly as required) and SDMMMP and forward any and all data and other documents requested.

9. Has the proposed project received *TransNet* Environmental Mitigation Program (EMP) funds previously? If so, what was accomplished with the funds and why are additional funds being requested? No
10. Is the proposed activity being done on land that was previously set aside as mitigation? If yes, please elaborate. Yes. Land was passed to San Dieguito River Park from Caltrans in 2008. The endowment is such that staff time for implementing the EMP grant would be paid for by the HMP or the Parks general fund. The endowment does not generate enough income in order to do any significant and purposeful restoration projects. This grant would supplement the HMP and fill a void to improve the long-term success of cactus wren.
11. Does the proposed project provide a co-benefit to CBO Network Communities and foster social equity? Please describe. *Additional Points can be awarded if this is relevant to the project and is appropriately described to meet the qualifications listed in the call for projects.*

There may be opportunities for youth organizations to help with restoration or participate in nature walks. Trails do not pass through the restoration site but are in the area. The restoration of native habitats benefits the community by improving the quality of life for those who visit the Park and those who appreciate healthy ecosystems. Healthy ecosystems are part of our cultural heritage and our sense of identity as Californians.

### Scope of Work by Task

Please break down the application into discrete tasks and include a task name, description of each task, quantifiable expected results, and discrete deliverables for each task.

*Note: make sure to list tasks for quarterly reporting on the status of the grant project and a final report on the outcome of the grant project. You may add or subtract rows as needed.*

#### Exhibit A – Proposed Project Scope of Work

Task No.	Task Name	Task Description	Quantifiable Results/Deliverables
1.	Invasive Species Control	5 years of comprehensive herbicide treatments and hand pulling of weeds near native plants.	95% reduction of invasive plants in the 12.5 acre boundary
2.	Grow prickly pear cactus	Harvest prickly pear cactus from adjacent plants and grow cuttings in a nursery	2775 opuntia littoralis delivered to Bernardo Mountain
3.	Install prickly pear cactus	Install 2775 prickly pear cactus in the 3.14 acre planting site. Water if needed.	2775 opuntia littoralis installed
4.	Maintain and monitor	Monitor site for invasive species and cactus health	Timely control of invasive plants. 75% survival of installed cactus after year 5. 2,081 live cacti.
5.	Reporting	Report results to SANDAG and SDMMP	Quarterly reporting on the status of the grant project and a final report
....			
....			

**Budget by Task**

Please include a specific budget for each task described in the Scope of Work (Section B above). This should include both requested SANDAG funds and any matching funds proposed for each project year. *If matching funds are proposed, please distribute the match commitment proportionately.*<sup>1</sup> Applicants are encouraged to identify phasing in their application in case full funding for the project is not available. You may add or subtract rows and columns as needed. *This funding category is intended to fund restoration and enhancement projects taking place over a three- to five-year period and will not cover on-going annual costs within applicant’s organization.*

**Exhibit B – Proposed Project Budget**

Task No.	Task Name	Year 1 Grant Request	Year 1 Matching Funds <sup>1</sup>	Year 2 Grant Request	Year 2 Matching Funds <sup>1</sup>	Year 3 Grant Request	Year 3 Matching Funds <sup>1</sup>	Year 4 Grant Request	Year 4 Matching Funds <sup>1</sup>	Year 5 Grant Request	Year 5 Matching Funds <sup>1</sup>	Total Grant Request	Total Matching Funds	Total Projects Cost
1	Invasive Species Control	\$16,000.	\$6,400.	\$10,000.	\$3,840.	\$8,000.	\$3,200.	\$6,000.	\$2,560.	\$4,000.	\$1,280.	\$44,000.	\$17,280.	\$61,280.
2	Harvest, grow, deliver cactus	\$3,438	\$1,280.	\$10,313.	\$640	\$1,513.	\$640	\$0	\$0	\$0	\$0	\$15,264.	\$2,560.	\$17,824.
3	Install rooted cactus	\$0	\$0	\$18,000.	\$5,760.	\$2000	\$640	\$0	\$0	\$0	\$0	\$20,000.	\$6,400.	\$26,400.
4	Watering	\$0	\$0	\$3,450.	\$640	\$0	\$0	\$0	\$0	\$0	\$0	\$3450.	\$640.	\$4,090.
5		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
...	Administrative	\$0	\$640	\$0	\$640	\$0	\$320	\$0	\$320	\$0	\$320	\$0	\$2,240.	\$2,240.
<b>Subtotal</b>		\$19,438	\$8,320	\$41,763.	\$11,520	\$11,513.	\$4,800	\$6,000	\$2,880	\$4,000.	\$1600	\$82,714	\$29,120.	\$111,834.
<b>Total</b>		\$	\$27,758	\$	\$53,283	\$	\$16,313	\$	\$8,880.	\$	\$5,600	\$	\$	\$111,834
<b>Percentage</b>		% 17.38	% 7.43	% 37.34	% 10.30	% 10.29	% 4.29	% 5.37	% 2.58	% 3.58	% 1.43	% 73.96	% 26.03	%100

<sup>1</sup> Throughout the Project, Matching Funds must be proportionate to Total Project Costs (Grant Request and Matching Funds combined). For example, if a proposed project Year 1 Grant Request is \$80,000 and proposed Year 1 Matching Funds are \$20,000, the Total Year 1 Project Costs are \$100,000. Therefore, the required proportionate matching funds to provide per invoice during Year 1 of the project are 20% (e.g. invoice submitted for \$8,000 grant amount reimbursement and \$2,000 matching funds submitted). However, if the Year 2 Grant Request is \$70,000 and proposed Year 2 Matching Funds are \$30,000, while the Total Year 2 Project Costs also are \$100,000, the required proportionate matching funds increases per invoice during Year 2 of the project to 30% (e.g. invoice submitted for \$7,000 grant amount reimbursement and \$3,000 matching funds submitted). Retention will be withheld beyond the 10% retention for each invoice submittal that does not meet the proportionate matching funds requirement. These additional matching funds retained will not be released until the proportionate matching funds are reached for the project to-date.

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**Project Schedule**

Please include start and end dates relative to the anticipated Notice to Proceed (assumes fall 2022) for each task described in the Scope of Work (Section B above). Please list tasks for quarterly reporting on the status of the grant project and a final report on the outcome of the grant project. You may add or subtract rows as needed.

**Exhibit C – Proposed Project Schedule (Assumes fall 2022 Notice to Proceed [NTP])**

Task No.	Task Name	Proposed Start Date	Months Needed to Complete Task	Task End Date
1.	Invasive Species Control	2 Months from November 1	53- Months	5/31/2027
2.	Harvest, grow, deliver cactus	1 Months from NTP	24 Months	12/31/2025
3.	Install rooted cactus	13 Months from NTP	26 Months	3/1/2025
4.	Watering	13 Months from NTP	4 Months	3/1/2024
5.				
....				
....	Administrative	1 Months from NTP	60 Months	11/1/2027

*Please explain why and how much additional time would be needed in the event of any delays due to NTP being provided beyond fall 2022 and/or unexpected weather conditions such as drought that could occur during the proposed project implementation.*

**None. The project can be adapted to a late start. Goals can still be met by 2027.**

## Notice Regarding Prevailing Wages

California law requires that public works projects pay prevailing wages for workers.

Applicant acknowledges that any work that qualifies as a "public work" within the meaning of California Labor Code Section 1720 shall cause Applicant and its subcontractors to comply with the provisions of California Labor Code Sections 1775 et seq, which includes the payment of prevailing wages to all workers performing prevailing wage work.

x Yes  No

Applicant acknowledges that if Applicant or its subcontractors will engage in the performance of a public work as defined by California Labor Code Sections 1720 et seq. and will utilize persons who are not employees of a public entity, registration and payment of an annual registration fee to the California Department of Industrial Relations (DIR) shall be required of each entity performing the work. This requirement applies to anyone affected by the public works statutes found in the California Labor Code, including but not limited to landscapers, fencers, surveyors, soil testers, dredgers, heavy equipment operators, and inspectors.

x Yes  No

Applicant acknowledges that if Applicant will award any subcontracts for the performance of a public work:

- Applicant shall notify SANDAG 30 calendar days prior to the award of each subcontract so SANDAG can create a Project Registration Form (aka PWC-100 form) for each subcontract using the DIR online database. Applicant will provide to SANDAG the name, DIR registration number, and contractor's license numbers of each subcontractor so SANDAG can verify, prior to Applicant's award of the subcontract for a public work, that the selected subcontractor is currently licensed and registered with the DIR. If SANDAG finds that the selected subcontractor is not licensed and registered with the DIR, SANDAG will promptly notify Applicant and Applicant will not be permitted to award the subcontract to the selected subcontractor.

x Yes  No

- Applicant shall notify SANDAG ten business days prior to the subcontractor performing the prevailing wage work so SANDAG can prepare for labor compliance monitoring.

x Yes  No

- If there are any changes to a subcontractor or lower-tier subcontractor, Applicant will advise SANDAG of these changes as soon as those changes are known to the Applicant.

x Yes  No

## Required Statements from Applicant

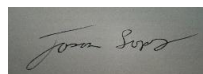
Yes No

- The applicant has read and understands the Sample Grant Agreement (Agreement) and Invoice Template (Attachment 4).
- If the Board of Directors approves the proposed project application, the applicant agrees to sign and return the Agreement to SANDAG, without exceptions or amendments, within 45 days of receipt.
- The applicant agrees to comply with SANDAG's Board Policy No. 035, Competitive Grant Program Procedures, which outlines "Use-it-or-lose-it" project milestone and completion deadlines. Board Policy No. 035 is included in the Agreement, and also is on SANDAG's website at: [sandag.org/organization/about/pubs/policy\\_035.pdf](http://sandag.org/organization/about/pubs/policy_035.pdf)
- The applicant understands that 10% of all invoiced amounts will be retained until the completion of the proposed project.
- The applicant understands that for proposed projects with matching funds, retention will be withheld beyond the 10% retention for each invoice submittal that does not meet the proportionate matching funds requirement. These additional matching funds will not be released until proportionate matching funds are reached for the project to-date.
- The applicant understands that all invoices must be accompanied by written, documented support of the charges for requested reimbursement of grant funds and payment will not be made by SANDAG until all documents are satisfactorily submitted.
- The applicant understands that invoices and reports must be submitted on a quarterly basis within three weeks after each period close covering January 1 to March 31; April 1 to June 30; July 1 to September 30; and October 1 to December 31.
- The applicant understands that the EMP quarterly report template (to be sent to the grantee after NTP is issued and can be found at [sandag.org/index.asp?classid=17&projectid=447&fuseaction=projects.detail](http://sandag.org/index.asp?classid=17&projectid=447&fuseaction=projects.detail)) must be used to document quarterly progress and that invoices with errors will be returned to the grantee for correction prior to being processed by SANDAG staff.
- The applicant understands that the final invoice must be accompanied by written, documented support of the charges for requested reimbursement of grant funds; a final report (prepared in accordance with the final report template to be sent to grantee after NTP is issued and can be found at [sandag.org/index.asp?classid=17&projectid=447&fuseaction=projects.detail](http://sandag.org/index.asp?classid=17&projectid=447&fuseaction=projects.detail)); and all outstanding deliverables in order to receive final payment and have retained funds released.
- The applicant understands that to be considered eligible for funding, a resolution complying with the requirements of Board Policy No. 035, Section 4.1, must be submitted to SANDAG at least *two weeks* prior to the recommendation by the Regional Planning Committee of the list of prioritized project applications. SANDAG will provide applicants with advance notice of the Regional Planning Committee's anticipated meeting date.
- The applicant agrees to submit all project data/information to SANDAG and to upload data and reports to a project page created by the applicant on the SDMMMP web portal in a format consistent with regional management databases.

I have the authorization to submit this application (Grant Application and required supplementary materials) on behalf of my organization.

Jason Lopez

**Applicant Name and Title (print or type)**



**Applicant Signature**

1/28/2022

**Date**

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