



HARBOR COMMUNITY
BENEFIT FOUNDATION

To: Theresa Adams-Lopez, Port of Los Angeles

From: Meghan Reese, Interim Executive Director, Harbor Community Benefit Foundation
David Sloane, Board Chair, Harbor Community Benefit Foundation

Cc: Joy Crose, Assistant General Counsel, Port of Los Angeles

Date: **September 13, 2017**

Re: Community Benefit Grant Program, Round 5 & PCMTF Transfer

INTRODUCTION

In accordance with the Operating Agreement of the TraPac Memorandum of Understanding (Operating Agreement), Section 5.A. Project Funding, the Harbor Community Benefit Foundation (HCBF) hereby submits a request to approve a transfer of funds from the Port Community Mitigation Trust Fund (PCMTF) in support of its Community Benefit Grant Program, Round 5. This request includes a summary of programs that have been previously funded from the PCMTF.

In an effort to encourage greater participation, HCBF changed its application process in Round 4 to include an additional step: a Request for Letters of Interest (LOI). HCBF released a Request for LOI on February 27, 2017. This additional step allowed applicants to submit a two-page overview of their proposed program or project to mitigate Port and Port-related impacts without the burden of completing a full application. This additional step also gave HCBF an opportunity to provide technical assistance and feedback on the proposed programs and projects prior to a nonprofit competing a full application.

HCBF received 35 LOI's. Of the 35 received, 25 were invited to apply without the need for any additional technical assistance, and the remaining applicants were provided with technical assistance by HCBF staff. The goal of this technical assistance was to help applicants strengthen their project or program to better mitigate Port and Port-related impacts.

Of the 25 invited to apply, 22 organizations submitted a full application. Of the 22 full applications received, HCBF's Board selected 10 projects. The proposed projects will all benefit residents of San Pedro, Wilmington, or both, by addressing Port and Port-related impacts in those communities, as contemplated in the Operating Agreement. Upon the Board of Harbor Commissioners (BOHC) approval, \$330,019 will be transferred from the PCMTF to HCBF to fund these projects through contracts and grants to third parties.

Including this disbursement, HCBF has allocated a total of \$5,550,019 to grantees and contractors in combined HCBF-administered program funds, including: Wilmington Noise Mitigation Study (\$185,000), Off-Port Impacts Study (\$300,000), Healthy Harbor Grants (five rounds = \$2,168,000), STEAM Pilot Program (\$306,000) and Community Benefit Grants (first four rounds: \$2,261,000 + \$330,019 this round).

REQUEST

HCBF hereby requests the BOHC to:

- 1) Concur with the HCBF Board-approved action to fund Round 5 of the Community Benefit Grant Program, in the amount of \$330,019, in support of the HCBF Board approved selection of 12 organizations to receive PCMTF funding for projects/programs serving the communities of Wilmington and/or San Pedro; and
- 2) Approve the transfer of funds from the Port Community Mitigation Trust Fund to HCBF, in one lump sum, not-to-exceed \$330,019, by issuing a joint letter of authorization to JPMorgan Chase, the independent Financial Manager, to be executed by a) the BOHC, or its designee, and b) the Executive Director of Harbor Community Benefit Foundation.

BACKGROUND

The TraPac MOU and Operating Agreement require HCBF to allocate funds from the PCMTF to projects that mitigate Port and Port-related impacts in the communities of Wilmington and San Pedro, and are in compliance with the Tidelands Trust. HCBF's 2013-2016 Strategic Plan calls for funds to be allocated to programs that "address environmental impacts stemming from past, present, and future Port of Los Angeles and Port-related operations." The plan also forecasts annual disbursements from the Port Community Mitigation Trust Fund (PCMTF) to benefit the communities of Wilmington and San Pedro.

In 2013, HCBF launched the Community Benefit Grant Program. 19 organizations received grants for the pilot round of funding with a total of \$506,000 awarded. In 2014, an additional \$620,000 was awarded for Round 2. In 2015, \$335,000 was awarded for Round 3. In 2016, \$800,000 was awarded for Round 4.

For Round 5 of the Community Benefit Grant Program, HCBF proposes to fund a total of \$330,019.

DISCUSSION – PROJECT SELECTION

Consistent with the Operating Agreement Section 5.B.i. (Project Selection and Performance), HCBF developed and selected proposals to receive PCMTF funding based on identification of impacts from Port or Port-related operations, the ability of the proposal to mitigate the identified impact, technical feasibility, cost effectiveness, organizational capacity to complete the project, and the benefits that a project proposal would provide within the communities of Wilmington and/or San Pedro. HCBF solicited the projects through circulation of a Request for Letters of Interest (**TRANSMITTAL 1**) followed by an invitation to submit a full application (**TRANSMITTAL 2**).

The Community Benefit Grant Program awards grants from the Port Community Mitigation Trust Fund, which was established to address Port of Los Angeles and Port-related impacts in the communities of Wilmington and San Pedro. These impacts are from the operations of the Port of Los Angeles, both on and off-port property, and it is HCBF's goal to address these impacts by funding projects and programs that mitigate the past, present, or future impacts. The following are Port and Port-related Impacts that HCBF was looking to mitigate in this round of the Community Benefit Grant Program:

- Aesthetics
- Air Quality
- Health Risk
- Land Use
- Marine Life
- Noise
- Safety
- Water Quality

Applicants included:

1. Community-based, non-profit organizations with evidence of a) tax-exempt status or b) a fiscal sponsor, and/or
2. Schools and/or educational institutions, training, skill and career centers

HCBF uses a web-based system called Submittable to solicit, receive, and evaluate applications, giving HCBF staff and the ad hoc Board grant review committee full access to the applications and all supporting documentation. When the deadline arrived, the software allowed staff to “close” the application process, ensuring there were no exceptions to the published deadline for application submission.

EVALUATION

HCBF received 22 full applications for this round of Community Benefit funding. Funding requests totaled \$995,016. The submitted applications addressed one or more of the Port and Port-related impacts noted above. Many applicants proposed projects/programs that will address multiple Port impacts.

Staff sorted the applications into one of four categories: Community Education Programs, Health, Capital Projects, and Safety.

(See Table below - Applications Received)

HCBF Staff determined responsiveness to the RFP and evaluated, scored, and ranked all proposals based on a 100-point scale. The evaluations considered and scored: 1) Project Description Summary, specifically focusing on mitigation of Port and Port-related Impacts, 2) Work Plan, including readiness and program delivery, 3) Budget, including reasonableness of expenditures, and 4) Applicant Experience.

Staff conducted follow up calls as necessary to answer questions posed either through evaluation or during ad-hoc committee review.

Applications Received

Seq.	Applicant (alphabetical order)	Request	Project location - Community Served			Category			
			Wilm.	San Pedro	Both	Comm Ed Programs	Health	Capital Projects	Safety
18	Battleship IOWA	\$75,611			X				X
13	Boys & Girls Clubs of the Los Angeles Harbor	\$100,984			X	X			
7	Clean San Pedro Inc.	\$50,050			X			X	
21	Coalition for Clean Air	\$35,000			X	X			
12	Community Dreams	\$55,000			X	X			
1	COPE Preparedness	\$45,573		X					X
14	Feed & Be Fed	\$35,662		X		X			
16	Friends of Cabrillo	\$20,000		X		X			

	Marine Aquarium								
22	Green Education Inc.	\$20,000	X					X	
8	Harry Bridges Span School	\$33,000	X			X			
9	Heal the Bay	\$30,000		X		X			
4	Independent Arts and Media-Wilmington Wire	\$20,000	X			X			
15	IQAir Foundation	\$6,606		X			X		
6	Los Angeles Biomedical Research Institute at Harbor-UCLA Medical Center	\$101,500			X		X		
17	Los Angeles Neighborhood Initiative	\$25,000		X				X	
19	Marine Mammal Care Center Los Angeles	\$13,164			X	X			
10	Park Western Place Elementary	\$31,044		X		X			
20	Robert F. Kennedy Institute of Community and Family Medicine	\$84,516			X		X		
5	Saints Peter and Paul School	\$22,326	X			X			
11	SBCC, Thrive LA	\$30,000	X					X	
2	Sharefest Community Development Inc.	\$119,980		X				X	
3	Think Earth Environmental Education Foundation	\$40,000			X	X			
	Total Requested	\$995,016	5	8	9	12	3	5	2

AD-HOC COMMITTEE REVIEW

The Board appointed ad-hoc Grant Review Committee, comprised of Board Members Cristin Mondy, Ed Avol, and Michele Prichard, who met with Staff to consider and evaluate the applications.

AD-HOC COMMITTEE RECOMMENDATION

Upon review and deliberation of Staff's recommendation, the ad-hoc committee approved Staff's recommendation to fund 10 of the applications for a total of \$330,019.

(See table below)

Applications - Recommended for Funding

Seq.	Applications - Recommended (Alphabetically)	Request	Recommend	Project location/ Community Served			Category				
				Wilm.	San Pedro	Both	Comm Ed Programs	Health	Capital Projects	Safety	
1	Clean San Pedro Inc.	\$50,050	\$50,050			X			X		
2	COPE Preparedness	\$45,573	\$38,087		X					X	
3	Harry Bridges Span School	\$33,000	\$33,000	X			X				
4	Heal the Bay	\$30,000	\$30,000		X		X				
5	IQAir Foundation	\$6,606	\$6,606		X			X			
6	Los Angeles Biomedical Research Institute	\$101,500	\$75,000			X		X			
7	Saints Peter and Paul School	\$22,326	\$22,326	X			X				
8	SBCC, Thrive LA	\$30,000	\$30,000			X			X		
9	Sharefest Community Development Inc.	\$119,980	\$4,950		X				X		
10	Think Earth Environmental Education Foundation	\$40,000	\$40,000			X	X				
	Total =	\$479,035	\$330,019	2	4	4	4	2	3	1	
							Total funding recommended, by category =	\$125,326	\$81,606	\$85,000	\$38,087
							Total funding recommended, percentage =	37.98%	24.73%	25.76%	11.54%

On June 9, 2017, the HCBF Board, at its annual board meeting, discussed and unanimously approved the recommendation of the ad-hoc committee representing \$330,019 in grants.

NEXUS TO PORT OF LOS ANGELES AND PORT-RELATED IMPACTS

Grants awarded in the Community Benefit Grant program are funded through the Port Community Mitigation Trust Fund. As such, all awards must be Tidelands-trust compliant and address a past, present, or future impact from Port of Los Angeles or Port-related operations. Applicants were required to submit statements on how the proposed project or program addresses a Port or Port-related impact.

HCBF's Board found that each project it approved for funding addresses a Port-related impact and is consistent with the Tidelands Trust. As required by the Operating Agreement, Section 5.B.iv., HCBF has provided a project-specific Tidelands nexus analysis for each project proposed for funding.

(SEE ATTACHED APPENDIX A)

ADDITIONAL COMMUNITY IMPACT

Though not a requirement of receiving funding, applicants often leverage requested grant funding from HCBF, with volunteer hours and matched funding from other sources. The reported match from the recommended applications totals \$473,645.

PCMTF STATUS REPORT: APPROVED PROJECTS & FUND BALANCE UPDATE

Pursuant to the Operating Agreement section 5.C.i. - The following chart summarizes the transfer of funds from the PCMTF for studies and HCBF Programs to date, and the balance of PCMTF funds (as of April 30, 2017):

Funding Summary:		
Funding, Approved to date:		
Various	\$300,000	Land Use Study (as required by the Operating Agreement)
	\$185,000	Noise Study (as required by the Operating Agreement)
	\$485,000	Total for Studies
2012	\$350,000	Healthy Harbor, Round 1
	\$350,000	Total for 2012
2013	\$450,000	Healthy Harbor, Round 2
	\$506,000	Community Benefit, Round 1
	\$956,000	Total for 2013
2014	\$620,000	Community Benefit, Round 2
	\$550,000	Healthy Harbor, Round 3
	\$1,170,000	Total for 2014
2015	\$518,000	Healthy Harbor, Round 4
	\$306,000	STEAM Pilot
	\$335,000	Community Benefit, Round 3
	\$1,159,000	Total for 2015
2016	\$300,000	Healthy Harbor, Round 5
	\$800,000	Community Benefit, Round 4
	\$1,100,000	Total for 2016

	\$5,220,000	Total (Committed funding to date)
Funding, pending approval:		
2017	\$330,019	Community Benefit, Round 5 (pending approval)
	\$330,019	
	\$5,550,019	Grand Total

JP Morgan Account Balance Summary		
through May 31, 2017		
	Savings/Investment Accounts	
	Subtotal	Total
Beginning Balance (as of 12/31/16)		\$3,169,740
Contributions		\$0
Withdrawals		\$0
Management Fees		(2,039)
Income	\$34,990	
change in investment value	\$9,955	
Net increase		\$42,906
Ending Market Value (as of 5/31/17)		\$3,212,646

HCBF BOARD ACTIONS

June 9, 2017 the HCBF Board of Directors, by unanimous vote, resolved that:

The Community Benefit Grant Program, Round 5, conforms to the requirement of the Operating Agreement, section 5.A. Project Funding, that the projects mitigate a direct or indirect impact from Port and Port-related operations and are consistent with the Tideland trust and the Operating Agreement. Additionally, as required by the Operating Agreement section 5.C.i., the projects proposed to be funded conform to the requirements of the MOU and are located in San Pedro or Wilmington.

Resolved to:

1. Approve the staff recommendations to award 10 grants to the qualified organizations as detailed in HCBF Board memo dated June 9 , 2017 (**TRANSMITTAL 3**), to address impacts from Port of Los Angeles and Port-related operations;
2. Authorize the Executive Director to:
 - a) report to the Board of Harbor Commissioners (BOHC), requesting final approval of Round 5 of the Community Benefit Grant Program,
 - b) execute a joint letter with the BOHC, or its designee, to approve the distribution of funds in one lump sum transfer from the Port Community Mitigation Trust Fund to HCBF, in an amount not-to-exceed \$330,019, and
 - c) fully execute, and administer, the Grant Agreements between HCBF and the approved grantees from Round 5 of the Community Benefit Grant Program.

APPENDIX & TRANSMITTALS

- APPENDIX A - Port Nexus descriptions and summary for recommended Grants
- TRANSMITTAL 1 - Request for LOI for Community Benefit Grants, Round 5
- TRANSMITTAL 2 - Request for Proposals for Community Benefit Grants, Round 5
- TRANSMITTAL 3 - Staff Memo to HCBF Board dated June 9, 2017
Re: Recommendations for Funding, Community Benefit Grants, Round 5
- TRANSMITTAL 4- Grant Agreement Template, Community Benefit, Round 5



Appendix A
Harbor Community Benefit Foundation

Community Benefit Round 5
Project Descriptions

CLEAN SAN PEDRO

Project Description	
<p>This Initiative would provide a critical additional element to ensure the successful establishment of 1,100 street trees in near-port areas of San Pedro and Wilmington. CSP has identified a need for a tree care program focused on a tree well maintenance and repair regime to complement the tree watering effort. The tree well directs needed water to the tree root system; to be effective, the small earth berm must be properly contoured and the area kept free of weeds or other plants that invasively "steal" the water required by the tree.</p> <p>To accomplish this each tree site will be visited every 60 days = 6 times in 12 months. Each visit will include the following activities: 1) Removal (digging out - not weed whacking) of all weeds, repair of the original earth berm and watering basin, application of additional 2 inches of mulch. This is in addition to the 33 annual watering tree site visits required by the City of LA as part of the City Plants Program, and already funded by matching CalFire grant funds courtesy of the LA Conservation Corps to CSP under an existing contract between LACC and CSP</p>	
Mitigation of Port and Port-Related Impacts	
<p>Aesthetics: The improved beautification at each tree location increases the overall visual enhancement of the 1100 newly planted trees, and by optimizing the overall height and canopy spread of the trees, thereby improves the aesthetic beauty of this portion of the urban forest in stark contrast to the negative impact of the large concrete/industrial footprint of Port of LA operations.</p> <p>Air Quality: The additional tree care improves the survival rate of the 1100 street trees, thereby reducing the need to replace trees and improves the growth rate and size at maturity of these trees, all of which ultimately increases the amount of GHG emissions reduction that achieved over the life of these trees (approx. 4000 metric tons). Larger trees absorb more carbon dioxide, and more shade can be provided, thereby reducing the amount of energy (fossil based fuels from power generation plants) that needs to be used to cool the adjacent buildings</p> <p>Health Risk: This enhance growth increase the health benefit from the trees absorbing odors and pollutant gases (nitrogen oxides, ammonia, sulfur dioxide, and ozone) and filtering particulates out of the air by trapping them on their leaves and bark will increase accordingly. This will provide a direct health benefit to the residents of the San Pedro and Wilmington</p> <p>Land Use: Collectively the successful establishment of these 1100 street trees will result in replacement of approximately 36,000 square feet of concrete with soil, mulch and trees.</p> <p>Noise: The enhanced size of the trees will muffle additional sound from nearby streets and freeways</p> <p>Water Quality: The enhanced size of the trees will reduce storm water runoff by allowing more of this water to flow into the soil and mulch below the trees, thereby preventing storm water from carrying pollutants to the ocean, and also recharging groundwater supplies.</p>	
Budget Line Items	
Weeding & Tree Site Berm Enhancement & Mulching = 6 visits per tree (1100 tree sites) per 12 month period @ \$5 per visit	\$33,000
Technical Support - Certified Arborist Project Manager	\$12,500

Administrative Overhead (may not exceed 10% of total requested from HCBF)	\$4,550
Total	\$50,050

COPE PREPAREDNESS

Project Description

COPE Preparedness has formed a collaborative Public Private-Sector (PPS) partnership to implement: VPOD/VECC & Training

Volunteer Point of Distribution (VPOD)

The VPOD is a 20'x8'x8' container that will be retrofitted to include lighting, vents, shelving, pallet jack and forklift. The VPOD will contain food, water, blankets, medical provisions, Ham Radio communications and critical necessities to sustain 500 people for 72 hours.

Volunteer Emergency Command Center (VECC)

The VECC will interface with City of Los Angeles Emergency Operations Center (EOC) via Ham Radio providing the City and the community vital situational awareness.

VPOD/VECC Training Programs

Federal Emergency Management Agency (FEMA) approved training programs to prepare qualified individuals to activate the VPOD and VECC within two to three hours after a disaster or emergency.

The VPOD will store and distribute emergency supplies during a disaster. Additional supplies will be delivered to this location as needed. It will serve as a pre-determined location to conduct volunteer emergency response activities for the community.

Once the VPOD is in place and the VECC is opened a one-day FEMA approved IS-26 "Point of Distribution" training will be conducted. It will include an interactive disaster relief exercise. The training program will prepare participants to operate the Harbor Area VECC and VPOD. The training program will be implemented in conjunction with the Los Angeles Emergency Management Department (LAEMD), Los Angeles Fire Department (LAFD), Councilmembers' office. Port emergency training shall be coordinated with Port Police/Emergency Management.

Approximately 200 participants will include CERT members, Ham Radio Networks, Faith Based Organizations, Eagle Scouts Parent groups and others. Participants will be provided with meals, training materials, operational manuals and emergency supplies. Supplemental trainings will also be conducted. The training will guarantee that the VECC and the VPOD will activate during disasters with qualified volunteers who are trained to distribute supplies, conduct Ham radio communications and provide basic emergency response activities.

Mitigation of Port Impacts

The Port of Los Angeles Emergency Management Plan includes specific response for port related hazards such as oil spills, hazmat, Terrorism, fire and explosions directly attributed to port operations, as well as natural disasters such as earthquake or Tsunami or cascading disasters or inter-connected events.

Training will enhance the community understanding of POLA and City of Los Angeles Disaster Resiliency Plans which rank each disaster scenario by risk and contain appropriate responses by coordinated multi-agency team. Having a local VPOD and VECC will be critical to community resiliency in all disasters. The VPOD and the VECC will provide critical disaster response activities for years and will mitigate port-related inherent risks by providing supplies, communication and trained volunteers. Training will be ongoing; most

supplies are non-perishable and others that have a 5 to 10 year life-span will be replenished.

Along with our collaborative partners we have conducted other FEMA training programs and have already placed VPOD's and VECC's in several Los Angeles locations. The Los Angeles Emergency Management Department (EMD) has communicated with COPE to emphasize that it's critical that a VPOD and VECC be placed in the Harbor Area because of the aforementioned Port related hazards.

Budget Line Items

VECC Office	\$3,156
VPOD Materials	\$25,135
Training Program Costs	\$5,896
Administrative Overhead (may not exceed 10% of total requested from HCBF)	\$3,900
Total	\$38,087

HARRY BRIDGES SPAN SCHOOL

Project Description

Micro Green Spaces:

We will develop, revitalize, and install landscaping. We will partner with community leaders, local elected officials, nearby businesses, and other institutions to install micro green spaces. The landscaping would focus on aesthetics and capturing particulate matter from air pollution. We will provide education to those in the community who will maintain the green spaces with the greater goal of expanding to more areas within the community.

Water Quality Testing: We plan to use student assembled submersible remote operated vehicles (SROV) to test water quality at different locations in and around the port. We will test at different times throughout the academic year to develop an accurate picture and view of water quality over time. We also plan to attach cameras to the SROVs to identify and track marine life and pollutants. Our results will be shared with the wider community, civic leaders, and interested parties.

Environmental Education: We will enhance our environmental education program with mentorships, field trips, and community outreach. For example, we will attend the Catalina Island Marine Institute to learn about water quality and its impacts on marine life. Another field trip would be to the Port of Los Angeles to further focus on the Port's direct and localized impacts on water quality and marine life. Middle school students will mentor students from elementary grades by working with them on the projects listed above. Students will also be given time to share what they have learned, their progress and outcomes with the community including: the wider school population, parents, and other community members

Mitigation of Port Impacts

The proposed projects will improve the present and potential future impacts from the Port of Los Angeles in various ways. The size of the port and other operations directly or indirectly associated with it have severely limited the amount and quality of green spaces and aesthetics. Developing these barren and fallow areas into healthy green spaces will improve aesthetics, water quality by absorbing water runoff, air quality by capturing particulate matter, and be a safe haven for wildlife. Our micro green spaces are a starting point with the goal to continue the re-greening of Wilmington well after the completion of our projects.

Testing the quality of the water will help identify the severity, scope, and impact of the port and its related industries on the environment, marine life and humans living in proximity. Accurately measuring and recording water quality and sharing this data with community stakeholders will allow them to develop future policy proposals and make informed decisions relating to the port.

As an educational institution creating the leaders of tomorrow, one thing we will instill in our students from the port's Environmental Management Policy is the need to fulfill the responsibilities of each generation as trustee of the environment for succeeding generations through environmental awareness. Our education component would focus on environmental impacts of the port and methods to mitigate them. Part of the funding will be utilized to develop our own curriculum beginning in kindergarten and with final projects being conducted by 8th grade students. Importantly, field trips would provide students with unique hands-on learning and opportunities to directly experience the environmental impacts of the port.

Using the knowledge, experiences, and data from our projects, community members will be able to make informed decisions about port policy for the benefit and health of all living things affected by the port.

Budget Line Items	
Micro green spaces material (lumber, soil, tools, mulch, plants, signs)	\$4,000
ROV (camera, tether, screen)	\$6,000
Water quality testing	\$4,000
Environmental Education curriculum development: materials, field trips, substitute coverage	\$13,500
Transportation Costs	\$2,500
Administrative Overhead (may not exceed 10% of total requested from HCBF)	\$3,000
Total	\$33,000

HEAL THE BAY

Project Description

HCBF funds will support a unique partnership between Heal the Bay and the Marine Science Math Science Technology Magnet at San Pedro High School (Olguin campus), a four-year college prep program that focuses on math, marine and environmental sciences.

Over a 12-month period (October 2017-September 2018), Heal the Bay will execute a program that enhances science proficiency among its target student and teacher audience through a combination of professional development workshops, classroom instruction, leadership training, and hands-on learning opportunities (e.g., water sampling at Cabrillo Beach). The program's messaging will focus on ways participants can effectively mitigate Port-related impacts on local water quality, including the contamination of local beaches; increased toxicity of channels and waterways from discharge; and increased stormwater runoff from impervious surfaces.

Heal the Bay is confident that participation in the program will motivate students to spearhead their own high-impact environmental stewardship campaigns within the harbor community. A successful outcome might include the formation and activation of an after-school environmental club; participation in ongoing cleanup events; student-generated blog postings on the Club Heal the Bay website; and reporting their own marine debris and water quality findings before the Los Angeles Board of Harbor Commissioners.

The program has the potential to be replicated at additional San Pedro and Wilmington-area schools and serve to benefit the harbor community for decades to come.

Mitigation of Port Impacts

Building on the success of its high-impact, community-based pollution education and outreach programs, Heal the Bay is prepared to design and apply grade-appropriate science messaging among its target student and teacher audience; the messaging will focus on past, present and future Port-related impacts on local water quality, especially the San Pedro Bay, and share actionable ways they can become "citizen scientists" and pursue their own service learning projects and activism.

To that end, Heal the Bay will work closely with Sandy Martin-Alvarenga, Marine Science Magnet Coordinator at San Pedro High School, to coordinate the following activities:

- 1) Lead (1-3) professional development workshops (Saturdays) for San Pedro High School classroom teachers to take place between October 2017-June 2018 (Olguin campus only). Possible topics include the Clean Water Act, marine pollution, water chemistry, urban planning, dredging. Each teacher will receive a \$50 stipend per workshop.
- 2) Host (1-2) student/teacher field trips to Cabrillo Beach in San Pedro for an afternoon of guided habitat assessment/biodiversity exercises and water sampling (an introduction to science-based advocacy).
- 3) Facilitate (1-2) Youth Summits – one-day events designed to provide San Pedro High School students with information about the Clean Water Act, leadership training opportunities (learn how to provide testimony at public comment/Port board meetings); and civic engagement training (learn how to productively engage elected officials) as a means to mitigate past, present and future Port pollution impacts.
- 4) Prepare San Pedro High School students to design and execute community-based stewardship projects designed to mitigate past, present and future Port pollution impacts in concrete ways (e.g., students will organize an Earth Day 2018 beach cleanup and/or water sampling workshop in San Pedro).

Budget Line Items

Staff Time	\$18,304
Program Summit/Costs	\$1,997
Water Quality Monitoring Equipment	\$5,800
Program Materials	\$1,172
Administrative Overhead (may not exceed 10% of total requested from HCBF)	\$2,727
Total	\$30,000

IQAir Foundation

Project Description	
This project is a proposal to provide air filtration to Harbor Day Preschool in San Pedro. Harbor Day Preschool is an education center in San Pedro serving 30 children, and 90% of those children are on assistance and vulnerable to the affects of air pollution.	
Mitigation of Port Impacts	
The air filtration project will provide high efficiency air filtration technology and will be placed in classrooms and common areas. The high efficiency air filtration technology, to be placed in classrooms and common areas, removes pollutants from the air that children and staff breathe.	
Budget Line Items	
Four Stand Alone Air Filtration Systems	\$3,146
Labor Project Manager	\$150
Labor Project Specialist	\$480
Placards	\$87
Labor HVAC Journeyman	\$90
Replacement filters (5 years for all systems)	\$2,652
Total	\$6,606

LA BIOMED

Project Description

The Rehabilitation Clinical Trials Center (RCTC) at LA BioMed/Harbor-UCLA will create a pulmonary screening, education and research program for San Pedro and Wilmington residents at risk for, or with, chronic obstructive pulmonary disease (COPD). Our program will deliver:

1. Pulmonary function screening. Field-testing spirometry will be delivered in partnership with Providence Medical Centers and Community Clinics, YMCA, Harbor-UCLA, local health fairs and community gatherings. At risk individuals will be invited to RCTC for full pulmonary function screening including pre- and post-bronchodilator spirometry to diagnose asthma and COPD. Patients will be reimbursed \$35 for participation (additional travel support to LA BioMed is provided, as needed). We anticipate screening 1,000 people to make 300 new COPD diagnoses.

2. A monthly support group and education program. Three-hour sessions will include social time (including snacks and drinks), peer-to-peer support and an educational program delivered by our internationally recognized UCLA professors. Education will be directed at lung health, smoking cessation, medications, clean air education, emergency preparedness, behavior modification and promotion of healthier lifestyles that includes regular exercise. Free electronic educational resources written by our professors will be provided, e.g. <http://blog.perf2ndwind.org/>.

3. Access to research therapeutics through clinical research. RCTC is a world-leading COPD research center. We will provide access to investigational therapeutics, at no cost, which may be particularly beneficial for underserved patients with little opportunity for access to daily therapies that improve symptoms and quality of life. In addition, pulmonary rehabilitation is the most effective therapy for COPD, but is poorly accessible for San Pedro and Wilmington residents. We will deliver a free-at-the-point-of-care pulmonary rehabilitation program through research participation, particularly for those who lack access by other means.

A dedicated clinical research associate will coordinate the program with the full support of the RCTC staff and UCLA professors.

Mitigation of Port Impacts

Chronic Obstructive Pulmonary Disease (COPD) is a preventable and treatable progressive disease, characterized by shortness of breath, reduced exercise capacity, depression, anxiety and increased morbidity and mortality. It is the third leading cause of death in the United States. Environmental exposure to airborne pollutants also plays an important role. Interventions to lower exposure to pollution reduce the rate of lung function decline.

COPD is, however, a greatly under-diagnosed disease, and also commonly misdiagnosed as asthma. It is estimated that half of the roughly 25 million people with COPD have not been diagnosed. COPD's effects are often not discovered until many years after the original insult that accelerated lung function decline: up to as long as 30 years later. It also disproportionately affects in low income and ethnic minority groups. Only about 3 out of 4 patients who carry COPD diagnosis have ever had a lung function test to confirm the diagnosis and stage their disease (ALA Report 2009).

Our proposed program will specifically address the issue of under-diagnosis and misdiagnosis of COPD in San Pedro and Wilmington residents, including low income and ethnic minority groups, by performing screening program, providing education and support, and by providing access to clinical research studies that can deliver therapies at not cost for those with poor access to healthcare. This program will specifically mitigate

the impact of port-related airborne pollutants on pulmonary health, and its many associated co-morbidities, in local residents.

Budget Line Items

Clinical Research Associate (60% FTE)	\$45,722
Spirometer and pulse oximeter	\$2,134
Spirometer consumables	\$1,800
Patient stipends	\$8,400
Patient travel assistance	\$5,500
Educational program expenses	\$1,200
Marketing materials	\$3,360
Administrative Overhead (may not exceed 10% of total requested from HCBF)	\$6,884
Total	\$75,000

SAINTS PETER AND PAUL SCHOOL

Project Description

Saints Peter and Paul School students will take part in an inquiry based STEM project-based learning program -- "What is the Environmental Impact of the Port of LA on Air, Water, and Marine Life?" Students will conduct inquiry-based research to assess the Port's negative impacts. They will research and investigate what the Port, the community, and various organizations have done to mitigate these conditions, and what various environmental activist groups are doing to track and monitor progress.

Students will conduct their own water and air quality tests, as well as research and review data from other monitoring sources such as AQMD, and the Port of Los Angeles Air Quality Management District. Students will also research and collect data from independent sources, to compare data, by contacting environmental groups such as the East Yard Communities for Environmental Justice, and the Natural Resources Defense Council, which in 2001 brought the lawsuit on behalf of residents and community groups that forced the Port to adopt what at the time were cutting-edge clean air measures. Guest speakers from these groups will visit our school and hold discussion groups with middle school students.

They will work on several occasions directly with the Port air quality management staff to explore and review data from the air quality monitoring system located on our campus. Specifically focusing on air quality, students will work in groups to conduct their STEM project, test campus air quality, before-and-after the installation of plants throughout the grounds, and air filtration units in the classrooms.

Students will compile the results of their research and testing into a report that will be presented to parents, the Port of LA, the school community, and the greater Wilmington community. Some students will use audio-visual PowerPoint, and Middle School students will create a video report.

Mitigation of Port Impacts

The educational component of this program will inform our students of the importance of good air quality, the impact of Port operations on the air quality in Wilmington, and what the community and various organizations have done in the past, and continue to do, to mitigate the impact. The students will learn the purpose of air quality monitoring, how it works thorough investigation and research as part of a middle school (6th through 8th) STEM project, and analyze data provided by the Port of Los Angeles Monitoring Station located on our school grounds. The plants that will be placed throughout the campus will provide a positive impact to mitigate poor air quality, the air filtration units will provide clean air to shield from polluted air, and the testing kits will be used gather data to compare before-and-after results.

Saints Peter and Paul School is seeking funding for plants to be distributed on campus, 11 air-filtration units to be placed in classrooms, and STEM science project water and air quality testing kits for approximately 85 middle students. Our intent is to 1) provide clean, breathable, unpolluted air for our students; 2) mitigate the poor air quality brought on by Port activities; 3) educate our students about air quality, and the overall negative impact of Port operations on the environment, air, water, and marine life.

Budget Line Items

Air Quality Testing Kits for Students -	\$1,040
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www.flinnsci.com - Airborne Particulates Student Laboratory Kits \$34.65 each (30)	
Effects of Air Pollution Kits - www.flinnsci.com - Student Laboratory Kits - \$94.45 each (30)	\$2,849
Air Filter Systems for 11 classrooms from IQAir - \$899 each	\$9,889
25 Plants/trees for the campus/in containers	\$1,500
6 Microscopes - OPTIKA 40X-2500X Infinity Plan Laboratory Compound Microscope with LCD Touch Pad Screen SKU: T720C-TP - \$1,080 each	\$6,480
Mosser Lee LT5010-6 H2O - Drinking Water Analysis Kit \$18.98 ea (30)	\$569
Total	\$22,326

SBCC, THRIVE LA

Project Description

SBCC proposes a three-part project to address past, present, and future impacts that are inherent byproducts of Port of Los Angeles operations. SBCC's project is designed to connect and engage residents and Port-related businesses within Wilmington, as both serve as key stakeholder groups surrounding Port-related activity. In order to make this dynamic project come to fruition, SBCC proposes a series of twelve Wilmington projects and one industry-community forum.

SBCC currently supports 12 unique community groups across Wilmington. For the first component of this project, Clean Wilmington will collaborate with each group to design and implement a neighborhood project that will serve to further mitigate aesthetics and air quality impacts, while also the safety of residential & commercial spaces for children, families and the community at-large. The specific planting location of each project will be designed by each group - allowing residents to play an active role in the entire process.

The second component of this project will be to host an industry-resident forum to discuss impact of projects, how they have contributed to reduced carbon levels, cleaner storm drains, less asthma irritants in air, and the role residents play in helping to combat negative Port-related impacts.

Mitigation of Port Impacts

Addressing Past & Present Impacts:

All 12 projects will be executed in partnership with CD 15 and LA Sanitation (when appropriate) to ensure they are conducted in accordance with any and all city ordinances.

Project Locations/Details:

12 Site Locations and Corresponding Information:

All of the below will be conducted in partnership with local SBCC-supported Wilmington Neighborhood Action Councils (NACs). All projects (conducted at the below sites).

1. Drumm Ave (from OCH to East O) —

Water and maintain all plants with a portable water tank on trailer. Replace plants that did not make it through the summer with red apple succulents and California lilac (to absorb dust particulate matter and fix nitrogen into the ground). Continued maintenance on plants and site including: weeding, trimming of bushes and trees (as needed) pick up of any trash. Maintenance of storm drains to prevent runoff that can contribute to water pollution. Plant 1-3 Acacia trees.

2. Sandison St (from Blinn Ave to Sanford Av)—

Cut grass, pulls weeds, trim bushes, trees and hedges on fence. Water grass and plants. Replace/plant red apple succulents and California Lilacs (where appropriate along street-to absorb dust particulate matter and fix nitrogen into the ground). Plant 1-3 Acacia trees. Pick up trash and clear storm drains to prevent runoff.

Water plants and trees, pull weeds, keep site free of trash, trim bushes. Plant red apple succulents and CA lilacs (to absorb dust particulate matter and fix nitrogen into the ground) where appropriate. Maintain stream drains so that they are free of harmful debris.

4. Powder Magazine Site (on Eubank and Opp Street) – cut grass, water all plants, pull weeds, pick up trash. Plant 1-3 Acacia trees, in addition to CA lilac (reduce carbon and fix nitrogen into the ground)— accompanied by red apple succulents to absorb dust particulate matter, reducing asthma irritants. Monitor storm drains for congestion and hazardous debris.

5. Mar Vista and Anaheim—
Water plants, pull weeds, trim bushes, pick up trash. Plant red apple succulents and CA lilacs (to absorb dust particulate matter and fix nitrogen into the ground). Monitor storm drains for congestion and hazardous debris.

6. L Street and Figueroa—
Empty trash can, pull weeds, pick up trash, monitor storm drains for congestion and hazardous debris. Plant red apple succulents and CA lilac (to absorb dust particulate matter and fix nitrogen into the ground).

7. Grant Street and MacFarland—
Water plants, pull weeds, pick up trash, trim bushes, monitor storm drains and remove any/all hazardous debris. Plant red apple succulents where appropriate (to absorb dust particulate matter and fix nitrogen into the ground).

8. Sanford and I Street—
Water plants, pull weeds, pick up trash, monitor and remove hazardous material from storm drains. Plant red apple succulents and CA lilac where appropriate (to absorb dust particulate matter and fix nitrogen into the ground).

9. MacFarland and Anaheim,
10. Domingues and Anaheim,
11. Pioneer and Anaheim
+ 12. Cristobal and I Street —

Water plants, pull weeds, pick up trash. Plant 1-5 Acacia trees (across site 9-12) and red apple succulents and CA lilacs (to absorb dust particulate matter and fix nitrogen into the ground). Monitor storm drains and remove any trash.

Addressing Future Impacts:

The idea behind bringing together and engaging both stakeholders is to decrease the separation between industry and the Wilmington community convening a dialogue that encourages both parties to collaborate and discuss how negative Port impacts affect Wilmington’s human and environmental health and ability to be viewed as a space for future economic investment.

Budget Line Items

Project Supplies/Materials	\$12,000
15% Salary of Clean Wilmington Program	\$5,460

Manager	
15% Salary Clean Wilmington Program Assistant	\$4,680
10% Salary of I Heart Wilmington Manager	\$4,000
Printing Materials for Port Impact Forum	\$860
Administrative Overhead (may not exceed 10% of total requested from HCBF)	\$3,000
Total	\$30,000

SHAREFEST

Project Description

Sharefest is requesting funding for the **design portion** of a beautification and revitalization of a 60,900 square foot parcel of land in San Pedro that will mitigate present and future impacts of Port-related industry. This piece of land - situated between Crescent Avenue and 22nd Street Park - is full of dead vegetation, and is unwelcoming to residents, visitors, and people who use the bike path that runs through it.

Improvements will consist primarily of planting native trees and shrubs and installing a self-monitoring irrigation system to create an aesthetic and environmental buffer between this recreation area and the nearby Port. The result will essentially be the extension of the 22nd Street Park. This is a highly visible area that will be noticed by the local community, outside visitors and tourists who visit the waterfront.

This project will be the signature project of our 2018 Workday - a community-wide day of service that mobilizes a wide array of corporate, government, faith-based and community groups. Participants in our Youth Development Academy (YDA)- an after-school and summer program that develops at-risk and disadvantaged youth in our community into the leaders of tomorrow- will be actively involved in the project. The project may enable some YDA high school students to satisfy an important LAUSD community service requirement that would help facilitate their ability to graduate.

This funding will be used for the landscaping design of the area, in accordance with the Port of LA Engineering Department Geotechnical report. Upon final approval of the design, Sharefest will then submit an application for the planting and maintenance portions of the project.

Mitigation of Port Impacts

The project will mitigate both present and future impact of Port operations -principally by planting trees and other vegetation. The positive environmental and community effects would include:

Decreased Health Risks- It is well documented that trees and other vegetation reduce the risk of respiratory diseases.

Improved Air & Water Quality -The U.S. Forest Service estimates that, over a 50-year lifespan, one tree provides \$62,000 worth of air pollution control and recycles \$37,500 worth of water.

Increased Community Safety -Research shows that residents living in greener surroundings report lower levels of fear, fewer incivilities, and less violent behavior. Also, the presence of trees in a suburban landscape reduces the cruising speed of drivers and decreases the occurrence of accidents.

Increased Aesthetics-The trees and shrubs will be planted as part of an aesthetically-pleasing landscape plan that will greatly improve the view from several area vantage points that currently have an unobstructed view of the Port and Port equipment.

Increased Shelter For Marine Life - Also, the increased vegetation could provide a nesting/breeding ground for certain species of marine birds.

Budget Line Items	
Design, Layout, and Call Out Services	\$4,500
Administrative Overhead (not to exceed 10% of request)	\$450
Total	\$4,950

THINK EARTH

Project Description

HCBF funds will support the Think Watershed Marine Science Floating Lab field trips for schools. On board the Floating Lab, grade 4-6 students from San Pedro and Wilmington will learn about the marine environment—and their impact on it. During the 3-hour trip out of the Port of Los Angeles, as the boat cruises through the harbor, students are instructed as a group by marine biologist educators; while the boat is anchored offshore, students rotate from station to station, participating in hands-on activities, including: a plankton tow and microscopic observation, bottom sediment study, and wildlife observation. Funding will also help support development of new activities to help mitigate Port impacts.

- new water quality tests for pH, phosphates, and nitrates
- installation and inspection of settling plates off the dock
- photo documentation of debris at the dock and at sea

The Floating Lab provides a unique classroom-on-the-water. Guided by marine biology instructors on board and by their teachers using the Think Watershed Curriculum back in their classrooms, students:

- learn about the marine environment—inhabitants, habitats, and the interdependent ecology.
- collect/record/analyze data related to water quality and diversity of marine life
- observe the impact of stormwater runoff and other pollution problems on the marine ecosystem, including effects on water quality, aesthetics, and plant and animal habitat

Approximately 700 students from 28 classes participated in Floating Lab activities. We would like to offer one or more trips to all elementary and middle schools in San Pedro and Wilmington. We are certain schools that previously participated will want to book Floating Lab trips as all evaluations were positive and many schools booked second field trips when offered the opportunity.

Mitigation of Port Impacts

Students on the Floating Lab discover the impacts that human behaviors have on ocean habitats as well as on their habitat. To specifically address threats to water quality and marine life from Port operations, we will initiate three new activities.

1. Perform Water Quality Tests for pH, Phosphates, and Nitrates.

When carbon dioxide (CO₂)—which is released into the atmosphere from fossil fuels used in ships, trucks, trains, and buildings at the Port—is absorbed by seawater, the pH is reduced, indicating the water is less alkaline, more acidic. Ocean “acidification” is directly related to photosynthesis and respiration in the sea. Determination of phosphate and nitrate concentration can be used as a rough pollution index; excess phosphates and nitrates come largely from industrial waste (cleaners, paint, oil), detergents, and fertilizers. An excess of the chemical compounds formed from phosphates and nitrates can be poisonous to marine organisms.

2. Collect Data from Settling Plates.

We will install settling plates off the dock. Students will observe and record marine life—including barnacles, mussels, sea stars, and some barely visible creatures—that settles on these plates to determine if the water conditions at the Port allow marine life to thrive.

3. Document Debris at the Dock and at Sea.

Photos taken at the dock can show what has washed into the ocean from Port operations, from impervious

surfaces at the Port, as well as from their neighborhoods. The debris/pollution in the water affects the quality of the seawater and thus marine plant and animal lives and habitats.

Data collection sheets will be developed for each activity, and students will input their data online. This data will be compared by students over time. Specific classroom activities will also be developed so that students understand the causes and effects of the data they collect.

Budget Line Items

1. 13 Floating Lab Field Trips	\$19,825
2. 13 Bus Trips to Site	\$4,550
3. Purchase Equipment for Activities	\$3,000
4. Develop Activities	\$3,500
5. Redesign/Reprogram Website	\$3,500
6. Project Coordination	\$2,000
Administrative Overhead (may not exceed 10% of total requested from HCBF)	\$3,625
Total	\$40,000

**Request for Letters of Interest
Community Benefit Grant Program
Round 5 Grant Cycle**

Harbor Community Benefit Foundation is seeking letters of interest from qualified applicants for the fifth round of its Community Benefit Grant Program.

About the Community Benefit Grant Program

The Community Benefit Grant Program awards grants from the Port Community Mitigation Trust Fund (PCMTF), which was established to address Port of Los Angeles and Port-related impacts in the communities of Wilmington and San Pedro.

These impacts may come from the operations of the Port of Los Angeles (POLA), on or off port property. It is HCBF's goal to address these impacts by funding projects and programs that mitigate past, present, or future POLA impacts. The following are Port Impact categories that HCBF seeks to fund in Round 5 of the Community Benefit Grant Program:

- Aesthetics
- Air Quality
- Health Risk
- Land Use
- Marine Life
- Noise
- Safety
- Water Quality

To read examples of past funding, or to review frequently asked questions (FAQ) about this program, please visit hcbf.org/grants.

Eligibility & Available Funding

Applicants must have evidence of tax-exempt status in order to apply for funding. If applicant does not have tax-exempt status, it may apply under a fiscal sponsor.

Grantee (or Fiscal Sponsor) must be a tax exempt organization, as listed under Section 501(c)3 of the Internal Revenue Code, and not deemed a private foundation.

Round 5 will distribute up to a total of \$500,000 in grant awards

The amount requested should not be in the Letter of Interest. Applicants that are invited to submit a full application will provide a requested amount and budget during the full application process.

2017 Grant Rounds

Round	Release Date	Anticipated Contract Start Date	Available Funding
5	February 27, 2017	August 1 st /September 1 st 2017	\$500,000
6	June 19, 2017	January 1, 2018	\$500,000

All dates are anticipated and subject to change. Please visit hcbf.org/grants for a detailed timeline.

Deadline

Submissions for Round 5 are due no later than **4:00 P.M. on Monday, March 27, 2017.**

Letter of Interest Requirements

A complete letter of interest must address each of the following questions:

1. What Port impact(s) will your project or program mitigate? (*This will be a dropdown box including the 8 impacts listed above, and will not be included in your two page limit*)
2. What project or program are you proposing to complete with HCBF funds?
3. How will this project or program mitigate a past, present, or future impact from Port of Los Angeles and/or Port-related operations?
4. What will be the long-term community benefit of your project or program?
5. How long will this project or program take to complete?
6. What are your qualifications to complete this project or program?

Letter of Interest Formatting Requirements

Your application must be submitted using the Submittable application portal. The portal can be accessed by visiting “hcbf.submittable.com”, and selecting “Community Benefit, Round 5, Letter of Interest.” If you have previously applied for HCBF funding, you may use an existing Submittable login, otherwise you must create a new profile.

The following are the formatting and submission requirements for each part of your Letter of Interest:

Applicant Information: This section will be a form field that must be completed within the Submittable application portal. It will ask for basic details, like your organization’s name, address, primary contact, evidence of tax-exempt status, etc.

Letter of Interest: This section will be a Word or PDF document that must be uploaded to the Submittable application portal. The description must be completed using your own **Word or PDF file, single-spaced, 12-point font, 1-inch margins, not to exceed two pages.**

Evaluation & Timeline

Your letter will be evaluated by HCBF staff and an ad-hoc Board committee. Based on their collective review and assessment, letters that demonstrate the potential to effectively mitigate a Port-related impact will be invited to submit a full application in response to a Request for Proposal.

Restrictions

Community Benefit grants will be released twice per year. **If awarded, applicants may not apply for the same program or project again in the same calendar year.** A new proposal submitted in the same year will be reviewed by HCBF Staff to ensure that the program or project description and goals are distinct from the grant previously awarded that year.

If your organization received a Community Benefit grant in Round 4 (contracts began December 1, 2016), you are **not eligible** to apply for the **same project or program** until the next round of funding. Community Benefit Round 6 is scheduled to be released mid June 2017.

All grant award decisions, including terms and conditions of any grant agreement, require approval by a majority vote of the HCBF Board of Directors. Projects funded from the Port Community Mitigation Trust Fund are subject to additional review, consideration, and approval by the Board of Harbor Commissioners at the Port of Los Angeles. The expected grant disbursement date will be announced at the time of award, typically but not necessarily within 90 days of the approval by the HCBF Board of Directors.

**Request for Proposal
Community Benefit Grant Program
Round 5 Grant Cycle**

Harbor Community Benefit Foundation (HCBF) invites you to submit an application in response to this Request for Proposal for Round 5 of its Community Benefit Grant Program.

About the Community Benefit Grant Program

The Community Benefit Grant Program awards grants from the Port Community Mitigation Trust Fund (PCMTF), which was established to address Port of Los Angeles and Port-related impacts in the communities of Wilmington and San Pedro.

These impacts may come from the operations of the Port of Los Angeles (POLA), on or off port property. It is HCBF's goal to address these impacts by funding projects and programs that mitigate past, present, or future POLA impacts. The following are Port Impact categories that HCBF seeks to fund in Round 5 of the Community Benefit Grant Program:

- Aesthetics
- Air Quality
- Health Risk
- Land Use
- Marine Life
- Noise
- Safety
- Water Quality

To read examples of past funding, or to review frequently asked questions (FAQ) about this program, please visit hcbf.org/grants.

Available Funding

Round 5 will distribute up to a total of \$500,000 in grant awards. There is no minimum or maximum dollar amount request required for this cycle. Applicants may apply for any dollar amount, up to the \$500,000 available.

2017 Grant Rounds

Round	Release Date	Anticipated Contract Start Date	Available Funding
5	February 27, 2017	August 1 st /September 1 st 2017	\$500,000
6	June 19, 2017	January 1, 2018	\$500,000

All dates are anticipated and subject to change. Please visit hcbf.org/grants for a detailed

timeline.

Deadline

Submissions are due no later than **4:00 P.M.** on **Tuesday, May 2, 2017.**

Application Requirements

A complete response must include the following four components, totaling 100 points:

1. Project/Program Description (40 points)

The program/project description must address each of the following questions:

- A. What Port impact(s) will your project or program mitigate? (*This will be a dropdown box including the 8 impacts listed above, and will not be included in word limits*)
- B. What project or program are you proposing to complete with HCBF funds?
- C. How will your project or program mitigate a Port-related impact in San Pedro and/or Wilmington?
- D. What will be the community benefit of your project or program?
- E. Where specifically in San Pedro and/or Wilmington will your project or program take place?
- F. Do you have any partners in your project or program? If so, who are they, and what is/are their project role(s)?
- G. If you are proposing a project or program at a specific location, do you have permission to begin that project or program at this location? If so, please attach documentation, such as owner approval.

2. Project/Program Work Plan (30 points)

The purpose of a “Work Plan” is to provide clarity about what and how you plan to achieve with HCBF funds. If your application is awarded funding, your Work Plan will be used as a measurement tool to evaluate the progress and success of your project or program in mitigating Port impacts.

A successful Work Plan will provide the following details:

- A. **Goals:** What are the goals of your project or program?
- B. **Activities:** How will you achieve each goal?
- C. **Outputs:** How will you quantify the results of each activity?
- D. **Outcomes:** What will be the long-term impact of achieving this goal?

3. Project/Program Budget (15 points)

The purpose of the Budget is to provide a line-item summary of how you will spend HCBF grant dollars to mitigate a Port impact.

A successful Budget will provide the following details:

- A. **Program/Project Expenses:** This is a line-item breakdown of all expenses related to your proposed project or program, including personnel (labor costs). If requesting fringe benefits, please include the amount as part of the requested salaries, and list the fringe benefits percentage in your budget justification.
- B. **Administrative Overhead:** This is a lump-sum amount that may not exceed 10% of your total grant request. “Overhead” covers costs other than the direct costs required for the completion of the program or project (such as office space, office lighting and electricity, ...).
- C. **Budget Justification:** A successful budget justification explains the basis for each of the line items listed. This helps HCBF to better understand why these costs are listed and how the requested funds will be used. If requesting fringe benefits, please state the amount requested and the basis for that requested amount.

If your proposed project or program is receiving any funds from non-HCBF sources, please list them in the “Funding Match” column on the budget form. Reporting “Funding Match” amounts will not play a role in the overall scoring of your specific application, but will help HCBF to understand the size and scope of the proposed effort.

4. Applicant Experience (15 points)

In this section, please provide a one-page explanation of why your organization is a good candidate to receive HCBF grant funds to mitigate a Port impact and achieve the goals of your Work Plan. You may state your team’s credentials, accomplishments, past projects or programs, experience mitigating Port impacts, or any other information that you feel helps to establish your qualifications to receive the funds and do the work.

Submission Formatting Requirements

Your application must be submitted using the Submittable application portal. The portal can be accessed by visiting “hcbf.submittable.com”, and selecting “Community Benefit, Round 5, Full Application.” If you have previously applied for HCBF funding, you may use an existing Submittable login, otherwise you must create a new profile.

Where required, an HCBF template must be used, and can be found at hcbf.org/grants. No additional documents will be accepted. If more than one page is needed, please make a copy of the original template.

The following are the formatting and submission requirements for each part of your application:

1. **Applicant Information:** This section will be a form field that must be completed within the Submittable application portal. It will ask for basic details, like your organization's name, address, primary, contact, etc.
2. **Project/Program Description:** This section will be a form field that must be completed within the Submittable application portal.
3. **Project/Program Work Plan:** This section will be a Word or PDF document that must be uploaded to the Submittable application portal. It must be completed on an HCBF template that can be downloaded at hcbf.org/grants.
4. **Project/Program Budget:** This section will be an Excel file (budget) and a Word or PDF document (narrative) that must be uploaded to the Submittable application portal. The Excel file must be completed on an HCBF template that can be downloaded at hcbf.org/grants. The narrative can be completed using your own Word or PDF file, single-spaced, 12-point font, 1-inch margin.
5. **Applicant Experience:** This section will be a form field that must be completed within the Submittable application portal.
6. **Supplemental Documents:** This section will ask for uploading of various supplemental documents:
 - a. Most recent 990 Tax Return (if not available, please explain)
 - b. Most recent audited financial statements (if not available, please explain)
 - c. Most recent Board of Directors roster
 - d. Organizational Chart
 - e. Organizational Operating Budget
 - f. Evidence of Tax Exemption

Evaluation

Your application will be evaluated by HCBF staff and an ad-hoc Board committee. Each application will be evaluated for the program or project's ability to mitigate a Port impact and the quality of responses in each section. If necessary, HCBF may request a site visit with you to ask additional questions or clarify elements of your submitted application.

Deadline & Restrictions

Applications are due no later than **4:00 P.M. on Tuesday, May 2, 2017**.

Community Benefit grants will be released twice per year. **If awarded, applicants may not apply for the same program or project again in the same calendar year.** A new proposal submitted in the same year will be reviewed by HCBF Staff to ensure that the program or project description and goals are distinct from the grant previously awarded that year.

Therefore, if your organization received a Community Benefit grant in Round 4 (contracts began December 1, 2016), you are **not eligible** to apply for the **same project or program** until the next round of funding. Community Benefit Round 6 is scheduled to be released mid June 2017.

All grant award decisions, including terms and conditions of any grant agreement, require approval by a majority vote of the HCBF Board of Directors. Projects funded from the Port Community Mitigation Trust Fund are subject to additional review, consideration, and approval by the Board of Harbor Commissioners at the Port of Los Angeles. Expected grant disbursement dates will be announced at the time of award and are typically, but not necessarily, within 90 days of the approval by the HCBF Board of Directors.

Date: June 9, 2017
 To: HCBF CBR5 Ad-Hoc Committee
 From: HCBF Staff – Meghan Reese
 Subject: Funding Recommendations for Round 5 of Community Benefit

Background

On February 24, 2017, HCBF's Board of Directors approved the release of a Request for Letters of Interest and a Request for Proposals (RFP) for Round 5 of its Community Benefit grant program, with up to \$500,000 available in funding.

To encourage a high volume of applications, Staff conducted a grant workshop on March 7th. It was well attended with over 40 participants. Staff focused the workshop on providing an overview of Port impacts, to help applicants better understand the nature and scope of HCBF funding.

Letters of Interest were due by Monday, March 27, 2017. Staff received 35 Letters of Interest from 32 qualified non-profit organizations. After a review of all letters by Staff and the ad-hoc committee, 25 of 35 applicants were invited to submit a full application in response to the RFP. Full applications were due on Tuesday, May 2, 2017. 22 of 25 submitted a full application, with a total requested amount of \$995,016. Staff will follow-up with the three organizations that chose not to submit a full application in this round.

Staff reviewed all submissions using a 100-point scale, which scores applications for completeness, capacity, budget, financials, and relevance, among other indicators.

An ad-hoc committee, consisting of Michele Prichard, Ed Avol, and Cristin Mondy, is overseeing Round 5. The committee reviewed all submissions, along with Staff's recommendations, and concurs with the recommendations made here.

HCBF received applications from the following non-profit organizations (in alphabetical order):

<u>Applicant</u>	<u>Amount Requested</u>
Battleship IOWA	\$75,611
Boys & Girls Clubs of the Los Angeles Harbor	\$100,984
Clean San Pedro Inc.	\$50,050
Coalition for Clean Air	\$35,000
Community Dreams <i>Fiscal Sponsor:</i> Social & Environmental Entrepreneurs	\$55,000

COPE Preparedness <i>Fiscal Sponsor:</i> Los Angeles Emergency Preparedness Foundation (LAEPF)	\$45,573
Feed & Be Fed <i>Fiscal Sponsor:</i> Pacific Coast Association of the New Jerusalem	\$35,662
Friends of Cabrillo Marine Aquarium	\$20,000
Green Education Inc.	\$20,000
Harry Bridges Span School	\$33,000
Heal the Bay	\$30,000
Wilmington Wire <i>Fiscal Sponsor:</i> Independent Arts & Media	\$20,000
IQAir Foundation	\$6,606
Los Angeles Biomedical Research Institute	\$101,500
Los Angeles Neighborhood Initiative	\$25,000
Marine Mammal Care Center Los Angeles	\$13,164
Park Western Place Elementary	\$31,044
Robert F. Kennedy Institute of Community and Family Medicine	\$84,516
Saints Peter and Paul School	\$22,326
SBCC, Thrive LA	\$30,000
Sharefest Community Development Inc.	\$119,980
Think Earth Environmental Education Foundation	\$40,000
Total Amount Requested	\$995,016

Recommendation

Staff recommends funding the following applicants in Round 5 of Community Benefit (in alphabetical order), for a total award of \$455,049:

Applicant	Recommended Amount
Clean San Pedro Inc.	\$50,050
COPE Preparedness	\$38,087
Harry Bridges Span School	\$33,000
Heal the Bay	\$30,000
Independent Arts and Media-Wilmington Wire	\$20,000
IQAir Foundation	\$6,606
Los Angeles Biomedical Research Institute	\$75,000
Los Angeles Neighborhood Initiative	\$25,000

Saints Peter and Paul School	\$22,326
SBCC, Thrive LA	\$30,000
Sharefest Community Development Inc.	\$84,980
Think Earth Environmental Education Foundation	\$40,000
TOTAL RECOMMENDED	\$455,049*

*The difference in recommended funding of \$44,951 can be rolled into Community Benefit Round 6 or remain in the PCMTF.

Analysis

Staff recommends funding the **12 applications** listed above for a total of \$455,049.

Staff has organized these recommended applicants by categories, which helps to better understand the types of investments HCBF is recommending at this time.

1. Community Education Programs

These applicants represent schools and organizations in Wilmington and San Pedro. The proposed programs will increase student and resident knowledge about various Port-related impacts in San Pedro and Wilmington.

Applicant: Harry Bridges Span School

Requested Funding: \$33,000

Recommended Funding: \$33,000

Purpose: Three-part program where students create micro green spaces throughout Wilmington, water quality testing with the use of ROVs, and Port-related environmental education.

Justification: This program will allow students to help in re-greening Wilmington by improving the aesthetics and absorbing water runoff, restoring habitats for local wildlife, and increasing students’ knowledge of the Port’s impact in their neighborhood, including effective ways to create awareness and change.

Applicant: Heal the Bay

Requested Funding: \$30,000

Recommended Funding: \$30,000

Purpose: Environmental education and leadership program.

Justification: This program will provide teachers with professional development workshops that focus on environmental issues related to Port operations, including these potential topics: The Clean Water Act, marine pollution, water chemistry, urban planning, and dredging. Field trips and a youth summits will engage students in stewardship, civic engagement, and avenues to effectively mitigate Port impacts.

Applicant: Independent Arts & Media – Wilmington Wire

Requested Funding: \$20,000

Recommended Funding: 20,000

Purpose: Develop a journalism program in Wilmington in order to develop news stories on the Port’s effect on health, safety, and the environment, as well as resources available to residents.

Justification: This Community Voices program will work with three community correspondents to produce written articles, videos, and podcasts on environmental issues affecting residents living in the Port community of Wilmington. The program will also focus on highlighting relevant programs and connecting the Wilmington community to organizations and resources that are specific to environmental issues and mitigation of Port impacts in their neighborhoods.

Applicant: Saints Peter and Paul School

Requested Funding: \$22,326

Recommended Funding: \$22,326

Purpose: Students will participate in a STEM project-based learning program where they will conduct water and air quality tests, research current and past mitigation efforts, and conduct scientific experiments.

Justification: This project-based education program will increase student knowledge of Port-related air and water quality impacts, as well as impacts to marine life. It will also engage them in research efforts and hands-on scientific discovery regarding the Port’s impacts in Wilmington. Students will be provided with air and water testing kits to record data over a 6-month period, before and after mitigation efforts on campus. Mitigation efforts on campus include water and air filtration systems and distribution of plants.

Applicant: Think Earth Environmental Education Foundation

Requested Funding: \$40,000

Recommended Funding: \$40,000

Purpose: Floating Lab that allows student to explore the Port, from the water, and assess the impact of Port operations on Marine life and water quality.

Justification: Students examine water samples and learn about marine science concepts, including lessons on relationship between the Port and marine life, morphology, and water pollution. Students use observation and data collection, from settling plates at docks in the harbor, to determine if the water conditions at the Port allow marine life to thrive.

2. Health

These applicants represent health clinics and non-profit organizations that will mitigate the health risk of Port impacts in San Pedro and Wilmington.

Applicant: IQAir Foundation

Requested Funding: \$6,606

Recommended Funding: \$6,606

Purpose: Installation of air filters in a preschool located in San Pedro that is affected by air pollution from Port and Port-related operations.

Justification: The air filtration project will provide high efficiency air filtration technology and will be placed in classrooms and common areas in the preschool. The air filtration technology will remove pollutants from the air that children and staff breathe.

Applicant: Los Angeles Biomedical Research Institute

Requested Funding: \$101,500

Recommended Funding: \$75,000

Purpose: Provide Pulmonary screening, education, and research for Wilmington and San Pedro residents whose health is affected by operations of the Port.

Justification: This program supports and educates residents affected by Port-related operations who suffer from COPD or asthma, those who are at high risk for developing lung diseases, or residents who are symptomatic but have not officially been diagnosed.

3. Capital Projects

These applicants represent organizations that will address a Port impact through a capital improvement project (or maintenance of), such as landscaping, tree planting, or establishing a buffer between community and Port operations.

Applicant: Clean San Pedro
Requested Funding: \$50,050
Recommended Funding: \$50,050

Purpose: Tree care and maintenance for 1100 trees in Port adjacent areas throughout San Pedro and Wilmington.

Justification: The repair and maintenance of newly planted tree wells will foster optimal growth of trees, maximum sequestration of pollutants, and help to enhance the aesthetic benefits of the planting locations. The tree plantings, as part of a current CalFire grant, will replace 36,000 square feet of concrete in San Pedro and Wilmington near Port operations. Ongoing care and maintenance for the trees is necessary to ensure that the mitigation benefits of the trees are long lasting within the communities.

Applicant: Los Angeles Neighborhood Initiative
Requested Funding: \$25,000
Recommended Funding: \$25,000

Purpose: Plant trees at an urban garden in Wilmington and conduct air quality education.

Justification: The air quality education will increase the community's knowledge about Port-related health risks and ways to mitigate them, and the tree planting will both function as a carbon capture tool and also a tool to educate the community. This project will complete the transformation of this plot of land from industrial use to recreational use. The benefits include buffering the park from industrial uses by planting trees and shrubs, capturing particulate matter by selecting appropriate trees and shrubs, and restoring habitats for local wildlife.

Applicant: Sharefest Community Development, Inc.
Requested Funding: \$119,980
Recommended Funding: \$84,980

Purpose: A landscaping project on land converted from an oil tank farm in San Pedro.

Justification: The landscaping project will take place in San Pedro at the 22nd Street park. This project will complete the transformation of this plot of land from industrial use to recreational use. The benefits include buffering the park from industrial uses by planting trees and shrubs, capturing particulate matter, and restoring habitats for local wildlife.

Applicant: South Bay Center for Counseling (SBCC)

Requested Funding: \$30,000

Recommended Funding: \$30,000

Purpose: Plant trees at an urban garden in Wilmington and conduct air quality education.

Justification: The air quality education will increase the community's knowledge about Port-related health risks and ways to mitigate them, and the tree planting will both function as a carbon capture tool and also a tool to educate the community. This project will complete the transformation of this plot of land from industrial use to recreational use. The benefits include buffering the park from industrial uses by planting trees and shrubs, capturing particulate matter by selecting appropriate trees and shrubs, and restoring habitats for local wildlife.

4. Safety

This applicant will address the Port's safety impact in Wilmington.

Applicant: COPE Preparedness

Recommended Funding: \$45,573

Recommended Funding: \$38,087

Purpose: Retrofit a shipping container for use as a Volunteer Point of Distribution (VPOD) in San Pedro that contains emergency supplies, medical provisions, and critical necessities.

Justification: The Port's geographic location and infrastructure puts the harbor at increased risk of being "cut off" from emergency supplies and relief support. The VPOD will store and distribute emergency supplies in the event of a Port-related disaster. This location will also serve as a Volunteer Emergency Command Center (VECC) and will interface with the City of Los Angeles Emergency Operations Center (EOC) during a disaster.



[BOHC Board Approval Date]

Contact
Address

This Grant Agreement (“Agreement”) is made and entered into by and between Harbor Community Benefit Foundation (“Foundation”) and [] (“Grantee”).

The Board of Directors of the Harbor Community Benefit Foundation (“Foundation”) and the Board of Harbor Commissioners authorized a grant of \$ (“Grant Funds”) to (“Grantee”), to support **HCBF’s Community Benefit, Round 5, program priorities of [] impacts** to improve the communities of Wilmington and/or San Pedro, CA.

This grant is awarded by the Foundation subject to the following terms and conditions:

I. PAYMENT.

Funding from the Port Community Mitigation Trust Fund to the Community Benefit Grant Program administered by the Foundation is subject to public review and consideration by the Port of Los Angeles Board of Harbor Commissioners (BOHC). Awards from the Community Benefit Grant Program to Grantees are also contingent upon the Grantee’s compliance with this Agreement, including timely receipt of required reports.

Grant Funds shall be payable in one installment:

\$ within 30 calendar days after full execution of this Agreement.

The Foundation’s disbursement of payment is contingent upon the Foundation’s review of your work in connection with this grant and its determination (a) that you are in compliance with all terms and conditions of this grant agreement and (b) that satisfactory progress and performance has occurred and is likely to continue to occur. Funding may be modified, curtailed, or discontinued, and any unexpended grant funds must be repaid, if at any time the Foundation determines that the purposes of the grant are not being met.

II. USE OF FUNDS & GRANT TERM.

This Community Benefit grant period shall begin on [] and shall end [].

Project Description:

Deliverables:

-

Budget

Program/Project Expenses	
Line Items	Amount

Total	

Grantee shall use the Grant Funds, including all accrued interest or other gains, solely for the Grant Purpose and substantially in accordance with this Agreement. Any significant changes to the Grant Purpose must be reported within 30 days of the change, and approved in writing by the Foundation. Grant Funds are to be applied to expenses incurred for the period from the Effective Date to the one-year (12 month) anniversary of the Effective Date (“Grant Term”), unless otherwise agreed upon in writing by the Foundation. This grant is made with the understanding that the Foundation has no obligation to provide other or additional support or grants to the Grantee.

Expenditures of grant funds must be made substantially in accordance with the grant budget. Any material changes (greater than 10%) from the budget (relative to HCBF funds only) must be approved in advance by the Foundation. All changes must be reflected in the Final Report.

III. REPORTING.

Grantee shall submit periodic Progress Reports to the Foundation describing quantitative and qualitative measures of success such as residents served, community impact, and other evidence based results, where appropriate. Grantee shall also submit a final budget report to reconcile the expenditures of Grant Funds, compared to the original budget.

REPORTING REQUIREMENTS	Reporting Period End	Report Due
First Progress Report (Six Months)		
Final Progress Report (12 months)		

The first progress report shall cover activities commencing from the effective date. The 2nd progress report shall be cumulative and cover the entire grant period. All reports must be received within 30 days of the Reporting Period End Date.

IV. GRANTEE’S STATUS.

This grant is specifically conditioned upon Grantee’s (or Fiscal Sponsor) status as an eligible grantee of the Harbor Community Benefit Foundation in accordance with this section. Grantee (or Fiscal Sponsor) warrants and represents that it is one or more of the following: (a) tax exempt organization, such as under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), and is not a private foundation as defined in Section 509(a) of the Code, (b) Community-based organization, or (c) institution for higher learning, schools, and training, skill and career centers. If the grantee is an exempt organization described in (a), Grantee (or Fiscal Sponsor) must provide the Harbor Community Benefit Foundation with a copy of IRS determination letter(s) evidencing its status as an eligible grantee, and, Grantee hereby warrants and represents that such determination letter(s) are currently in full force and effect. Regardless of Grantee’s (or Fiscal Sponsor) current status, Grantee (or Fiscal Sponsor) will notify the Harbor Community Benefit Foundation immediately of any actual or proposed change in status.

V. MANAGEMENT AND ORGANIZATIONAL CHANGES.

Grantee shall also provide written notice to the Foundation if significant changes or events occur during the term of this grant which could potentially impact the progress, delivery, timing or outcome of the grant, including but not limited to changes in Grantee’s management, key personnel, partners, and/or increases or losses of matching funding.

VI. RECORDS, AUDITS, SITE VISITS.

Grantee is responsible for maintaining adequate financial records of this grant. Grant Funds shall be accounted for separately in the Grantee's books and records. All expenditures made in furtherance of the Grant Purpose shall be charged off against the grant and shall appear on those books. Grantee shall keep adequate records to substantiate such expenditures. The Foundation, or a designated representative, reserves the right, upon written notice, to audit Grantee's books and records relating to the expenditure of any funds provided by the Foundation. Grantee shall make such books and records available to Foundation at reasonable times for review and audit. Grantee shall keep copies of all relevant books and records and all reports to the Foundation for at least 4 years after completion of the use of the Grant Funds.

VII. MARKETING, GRANT ANNOUNCEMENTS, PROMOTIONAL MATERIALS.

Grantee shall ensure that the Foundation is clearly identified as a funding source for any written, electronic, or other communications materials produced with support from this grant, as well as in all publications and press releases regarding the subject matter of the grant. Grantee may not, however, use the Foundation's logo without the Foundation's prior written consent.

As a courtesy, Grantee will provide a copy of promotional materials to the Foundation, including any external communications regarding this grant or referencing the Foundation.

The Foundation may include information about this grant and the Grantee in its public communications and reports and may also refer to the grant and Grantee in press releases, speeches and public comments. The Foundation may also provide information about the grant and the Grantee on its website, including project descriptions, logos, and links to Grantee's website.

Any tangible or intangible property, including copyrights, obtained or created by Grantee as part of the activity funded by this grant shall remain the property of Grantee; however, Grantee shall grant a royalty-free license to the Foundation to use, reprint, or distribute any such copyrighted materials for informational or promotional purposes. Also, any information and images submitted as part of Grantee's reports may be used by the Foundation for informational or promotional purposes.

VIII. RETURN OF UNEXPENDED FUNDS.

Grantee shall repay to the Foundation Grant Funds not expended or committed for the Grant Purpose within the Grant Term, unless an extension is approved in writing at Grantee's request and in the Foundation's sole discretion.

IX. REMEDIES ON DEFAULT.

In the event the Foundation determines, in its sole discretion, that Grantee has breached or failed to carry out any material provision of this Agreement, the Foundation may, in addition to any other legal remedies it may have, including the termination of this Agreement, refuse to make any further grant payments to Grantee, and the Foundation may demand in writing the return of all or part of the unexpended Grant Funds, which the Grantee shall immediately repay to the Foundation. The amount of such unexpended Grant Funds to be repaid to the Foundation shall not include funds needed to meet obligations incurred by Grantee to third parties, in good faith, for the Grant Purpose, prior to Grantee's receipt of the Foundation's written demand for repayment. In addition to the rights reserved to the Foundation in the first sentence of this paragraph, the Foundation may also terminate this Agreement and take the actions described above with respect to unexpended Grant Funds if it determines, in the exercise of its reasonable discretion, that circumstances relevant to the Grantee, including, by way of illustration, those respecting its tax-exempt status, or organization or financial condition, are such that the Foundation has reason to conclude that satisfactory completion of the objectives contemplated by this grant are in jeopardy.

X. NO AGENCY.

Grantee is solely responsible for the activity supported by the Grant Funds, including the preparation of all plans and specifications, supervision and administrative control, and the operation thereof. All activity shall be operated

under Grantee's name. This Agreement shall not be deemed to create any relationship of agency, partnership, or joint venture between the parties hereto, and Grantee shall make no such representation to anyone.

XI. PARTNERS/SUBGRANTEES.

Grantee must ensure all partners, consultants, or sub-grantees ("sub-grantees") must be disclosed, and pre-approved. Sub-grantees may not be changed, without prior written approval, and must use the Grant Funds in a manner consistent with this Agreement. Neither Grantee nor its sub-grantees may make any oral or written statement or otherwise imply to anyone that the Foundation supports the activities of any sub-grantee. Furthermore, Grantee acknowledges that there is no agreement, oral or written, whereby the Foundation has earmarked or otherwise designated any part of the Grant Funds for any specific sub-grantee.

XII. NO ASSIGNMENT.

This agreement is not assignable by Grantee without express written consent of the Foundation. Any attempt by Grantee to assign any performance of the terms of this agreement shall be null and void and shall constitute a material breach of this contract.

XIII. PROHIBITED USE OF FUNDS.

The Grant Funds are not designated or earmarked for the carrying on of propaganda or attempting to influence legislation. If the Grant Purpose involves public policy issues, the Foundation is relying upon Grantee's representations, made in Grantee's application that the Grant Funds do not exceed the amount budgeted by Grantee for activities that are not attempts to influence legislation.

No part of these grant funds shall be disbursed to any Foundation director, officer, employee, their affiliates, family, household members or other related parties; for any purpose.

Use of any of the Grant Funds (a) to participate in or influence the outcome of any specific public election of any candidate for public office or to carry on, directly or indirectly, any other activity that is prohibited to a public charity, (b) to provide material support to any person or entity that engages in violent or terrorist activities, or (c) for religious purposes, is prohibited.

Grantee shall not use any of the funds from this grant in a manner inconsistent with Section 501(c)(3) of the Code.

XIV. NO LIABILITY; INDEMNIFICATION.

Except for the sole negligence or willful misconduct of the City of Los Angeles ("City"), or any of its Boards, Officers, Agents, Employees, Assigns and Successors in Interest, and of HCBF, Grantee undertakes and agrees to defend, indemnify and hold harmless the City and any of its Boards, Officers, Agents, Employees, Assigns, and Successors in Interest and HCBF from and against all suits and causes of action, claims, losses, demands and expenses, including, but not limited to, attorney's fees (both in house and outside counsel) and cost of litigation (including all actual litigation costs incurred by the City and HCBF, including but not limited to, costs of experts and consultants), damages or liability of any nature whatsoever, for death or injury to any person, including Grantee's employees and agents, or damage or destruction of any property of either party hereto or of third parties, arising in any manner by reason of the negligent acts, errors, omissions or willful misconduct incident to the performance of this Agreement by Grantee or its subcontractors of any tier. Rights and remedies available to the City and HCBF under this provision are cumulative of those provided for elsewhere in this Agreement and those allowed under the laws of the United States, the State of California, and the City.

XV. INSURANCE.

Grantee shall provide, pay for, and maintain in full force and effect during the Grant Term evidence of either 1) a Certificate of Self Funding of Insurance Obligation or, 2) the following insurance to cover Grantee's own operations and to enable Grantee to fully indemnify and defend the Foundation there under:

1. **Commercial General Liability Insurance.** Grantee shall maintain commercial general liability insurance (CGL) with a limit of not less than \$1,000,000 each occurrence/\$2,000,000 in the annual aggregate.
2. **Business Auto Liability Policy.** Grantee shall maintain business auto liability insurance and, with a limit of not less than \$1,000,000 each accident.
3. **Professional Liability (Errors and Omissions) Insurance.** Grantee shall maintain professional liability insurance appropriate to the grantee's profession with a limit not less than \$1,000,000 each occurrence/\$2,000,000 in the annual aggregate.
4. **Workers' Compensation and Employer's Liability Insurance.** Grantee shall maintain workers' compensation insurance as required by the State of California and Employer's Liability Insurance in the amount of \$1,000,000 per accident for bodily injury or disease.
5. **Minimum Scope of Insurance.** **CGL insurance** shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury liability assumed under an insured contract (including the tort liability of another assumed in a business contract). **Business Auto Insurance** shall cover liability arising out of any auto (including owned, hired, and non-owned autos).
6. **Subrogation.** The insurer shall agree to waive all rights of subrogation against HCBF, its officers, officials, employees and volunteers for losses arising from activities and operations of the Grantee in the performance of Grant Purpose under this agreement.
7. **Verification of Coverage.** Grantee shall furnish HCBF evidence of current coverage required by this section. HCBF reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

XVI. NO WAIVER.

The failure of the Foundation to exercise any of its rights under this Agreement shall not be deemed to be a waiver of such rights.

XVII. ORDER OF PRECEDENCE.

The order of precedence for interpreting inconsistencies, if any, shall be this Agreement.

XVIII. ENTIRE AGREEMENT; AMENDMENTS.

This Agreement constitutes the entire agreement of the parties with respect to its subject matter and supersedes any and all prior written or oral agreements or understandings with respect to the subject matter hereof. This Agreement may not be amended or modified, except in a writing signed by both parties.

XIX. GOVERNING LAW.

This Agreement shall be governed by the laws of the State of California.

XX. COMPLIANCE WITH LAW.

Grantee shall at all times comply with all Federal, State, and local laws. Grantee specifically acknowledges that this Agreement is entered into in furtherance of and as a benefit to the State Tidelands Grant and the trust created thereby. Therefore, this Agreement is at all times subject to the limitations, conditions, restrictions and reservations contained in and prescribed by the Act of the Legislature of the State of California entitled "An Act Granting to the City of Los Angeles the Tidelands and Submerged Lands of the State Within the Boundaries of Said City," approved June 3, 1929 (Stats. 1929, Ch. 651), as amended, and provisions of Article VI of the Charter of the City of Los Angeles relating to such lands. Grantee agrees that any interpretation of this Agreement and the terms contained herein must be consistent with such limitations, conditions, restrictions and reservations.

XXI. EQUAL EMPLOYMENT OPPORTUNITY.

Grantee represents and agrees that it does not and will not discriminate against any employee or applicant for employment because of race, religion, color, medical condition, sex, sexual orientation, national origin, political affiliation or opinion, or pregnancy or pregnancy related condition.

XXII. NOTICES.

All notices and disbursements to the Grantee shall be directed to the following person(s):

Primary Contact

Name:
Title:
Email:
Phone:

Secondary Contact

Name:
Title:
Email:
Phone:

If this Agreement correctly sets forth your understanding of the terms and conditions of this grant, please have the appropriate officer authorized to sign on behalf of the Grantee **sign and send electronically** to meghan@hcbf.org.

All questions, notices and reports related to this grant should be directed to:

Harbor Community Benefit Foundation
302 W. 5th Street, Suite 300
San Pedro, CA 90731
Attn: Meghan Reese, Interim Executive Director
Email: meghan@hcbf.org; Office: (310) 997-7116

Accepted on behalf of Grantee by:

Authorized Signature

Date

Printed Name

Title

Federal EIN: _____

Final approval on behalf of Harbor Community Benefit Foundation by:

Authorized Signature

Date

Meghan Reese

Printed Name

Interim Executive Director

Title

Federal EIN: 45-2487333