

CALIFORNIA COASTAL COMMISSION

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January 23, 2014

John Ledbetter, Principal Planner
City of Santa Barbara
630 Garden Street
P.O. Box 1990
Santa Barbara, CA 93102

Dear John,

On January 8, 2014, the Coastal Commission adopted the staff recommendation and voted to award a grant to the City of Santa Barbara in the amount of \$123,000. Congratulations on successfully receiving funding in this very competitive process. While we understand this is a reduction from the amount you applied for, the Commission had extremely limited funds to allocate and was unable to fund any proposals in full. This LCP planning work is of the highest priority for the Coastal Commission, and Commission staff is ready to work with you on your LCP. To help with the grant work, a Coastal Commission planner has been assigned to work with you on the project under the direction of the District Manager and the Deputy Director. The planner assigned to work on the grant is Melissa Ahrens (Melissa.Ahrens@coastal.ca.gov). The District Manager is Steve Hudson (Steve.Hudson@coastal.ca.gov), and the Deputy Director is Jack Ainsworth (John.Ainsworth@coastal.ca.gov).

AWARD CONDITIONS

This award was adopted with some conditions. Please refer to the action at:

<http://documents.coastal.ca.gov/reports/2014/1/W5c-1-2014.pdf>. The staff recommendation was modified at the hearing to add an additional condition related to regional coordination that is not contained in this report. The conditions on your grant award include the following additional conditions:

- 1. By February 10, 2014,¹ the grantee shall submit a revised work program and budget that reflects an award of \$123,000 with a \$177,000 budget reduction from Task 2- Draft Sea-level Rise Vulnerability & Adaptation Report, Task 3- Draft Land Use Plan comprehensive update, Task 4- Draft Implementation Plan update, and Task 5- Adopt Local Coastal Program update and submit to Coastal Commission for Certification.*
- 2. Sea level rise work completed under the grant program shall be coordinated regionally to the extent feasible between other jurisdictions and entities working on sea level rise within the same county or broader regional area relevant for sea level rise adaptation, such as the watershed, littoral cell, or area with similar geologic characteristics. Coordination includes early coordination meetings among the different entities, sharing of technical analyses and lessons learned, and consideration of regional adaptation policies.*

¹ Updated from January 31st, 2014.

NEXT STEPS

We now need to prepare a contract for you. In order to do so, please submit the following information:

- **A revised work program, timeline, and budget for the project, reflecting the conditions mentioned above.** Please provide the information via e-mail to Hilary Papendick at hpapendick@coastal.ca.gov **as soon as possible, and by the revised deadline of Monday, February 10, 2014.** Commission staff has extended the deadline for submittal of the budget from January 31, 2014 to February 10, 2014 to allow extra time to make revisions as necessary.

Please see the attached template and example to guide your updated budget and work program. In cases where modifications are not needed, you can copy the work program, timeline, and budget directly from your grant application. The budget should clearly show which tasks or portions of tasks the LCP grant funds will be supporting. Please note that all items invoiced must correspond to a line item in the budget and work program. Please do not e-mail documents in a PDF format.

There are several important aspects to remember about the grant process:

1. **Please do not begin incurring costs that will be charged to this grant before the start date of the contract.**
2. As stated in Grant Administration Section of the LCP Grants Staff Report, funds will only be provided on a reimbursement basis for expenses already incurred. The Coastal Commission can only reimburse expenses that are incurred after the start date of the contract, and that have adequate documentation accompanying the invoice. In addition, the Commission can only reimburse invoices from the local jurisdiction as indicated on the contract, not an individual person or private entity.
3. Since the funds for these grants were appropriated in FY 2013/2014, which ends on June 30, 2014, all funded tasks must be completed by April 30, 2016. Work tasks should begin on or before April 30, 2014.

Detailed invoicing instructions will be included in your contract ("Exhibit B – Budget" section).

Please do not hesitate to contact me at (415) 904-5294 if you have any questions, either now or in the future as your project progresses. I look forward to working with you.

Sincerely,



Hilary Papendick
Statewide LCP Grant Manager