

GRANT AGREEMENT COVER SHEET

GRANT NUMBER G14-LCTI-07-5-6

NAME OF GRANT PROGRAM Our Community CarShare Sacramento Pilot Project	
GRANTEE NAME Sacramento Metropolitan Air Quality Management District	
TAXPAYER'S FEDERAL EMPLOYER IDENTIFICATION NUMBER 68-0382186	TOTAL GRANT AMOUNT NOT TO EXCEED \$5,863,847.00
START DATE: February 1, 2017	END DATE: July 31, 2025 2027

This legally binding Grant Agreement, including this cover sheet and Exhibits attached hereto and incorporated by reference herein, is made and executed between the State of California, Air Resources Board ("ARB" or "CARB") and Sacramento Metropolitan Air Quality Management District ("SacMet" or the "Grantee"). The parties mutually agree to amend this Grant Agreement. Amendments are shown as deletions in ~~strike through~~ text and as additions in **bold and underlined** text. All other terms and conditions remain the same. **In the case of any conflict between this Grant Agreement and prior versions, this version shall control.**

Exhibit A – Grant Provisions

- Exhibit B, **Work Statement**, Attachment I - Budget Summary for Phase 1, 2, 3 and 4 Expansion
- Exhibit B, Work Statement**, Attachment II - Project Milestones and Disbursement Schedule for Phase 1, 2, 3, and 4 Expansion
- Exhibit B, Work Statement**, Attachment III - Project Schedule for Phase 1, 2, 3, and 4 Expansion
- Exhibit B, Work Statement**, Attachment IV – Key Project Personnel
- Exhibit B, Work Statement**, Attachment V – Detailed Budget for Phase 1, 2, 3, **and 4 Expansion**
- Exhibit C – Fiscal Year 2014-2015 Grant Solicitation
- Exhibit D – ~~Grantee Application Package~~, Fiscal Year 2014-2015 Grant Application Package
- Exhibit E – ~~Payee Data Record (STD 204)~~
- Exhibit F, ~~Grant Applications~~, Attachment I – Fiscal Year 2016-2017 Our Community CarShare Sacramento Pilot Project – Phase 2 Expansion Grant Application
- Exhibit F, Grant Applications**, Attachment II – Fiscal Year 2017-2018 Our Community CarShare Sacramento Pilot Project Phase 3 Expansion Grant Application
- Exhibit F, Grant Applications**, Attachment III – Fiscal Year 2019-2020 Our Community CarShare Sacramento Pilot Project Phase 4 Expansion Grant Application

The purpose of Amendment No. 5 is to extend the Grant term end date, provide updates to Exhibits A and B, and to re-budget \$1,500,000.00 in the Expansion funding intended for the development of Phase 4 CarShare sites and direct those funds toward ongoing project implementation at Phase 1 through 3 CarShare sites. **The purpose of Amendment No. 6 is to provide an extension of the Grant term end date to allow Grantee to continue funding outreach activities to ensure full expenditure of remaining Grant funds by June 30, 2027, and return of all unspent funds and outstanding deliverables by July 31, 2027 and update Exhibit A- Grant Provisions. Additionally, Exhibit E – Payee Data Record (STD 204) is removed in its entirety.**

This Grant Agreement is of no force or effect until signed by both parties. Grantee shall not commence performance until it receives written approval from CARB. The undersigned certify under penalty of perjury that they are duly authorized to bind the parties to this Grant Agreement.

STATE AGENCY NAME California Air Resources Board		GRANTEE'S NAME (PRINT OR TYPE) Sacramento Metropolitan Air Quality Management District	
SIGNATURE OF ARB'S AUTHORIZED SIGNATORY: <i>Alice Kindarara</i>		SIGNATURE OF GRANTEE (AS AUTHORIZED IN RESOLUTION, LETTER OF COMMITMENT, OR LETTER OF DESIGNATION) <i>Albert G...</i>	
TITLE Branch Chief, <u>Acquisitions</u>	DATE 7/21/2025	TITLE Executive Director/ Air Pollution Control Officer	DATE 7/18/2025
STATE AGENCY ADDRESS 1001 I Street, Sacramento, CA 95814		GRANTEE'S ADDRESS (INCLUDE STREET, CITY, STATE AND ZIP CODE) 777 12 th Street, Suite 300, Sacramento, California 95814	
CERTIFICATION OF FUNDING			
AMOUNT ENCUMBERED BY THIS AGREEMENT	PROGRAM	PROJECT	ACTIVITY
\$0.00	3510000L32	3900-LCTI	3228LCTI19LCTI

PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT \$0.00		FUND TITLE Greenhouse Gas Reduction Fund			FUND NO. 3228
TOTAL AMOUNT ENCUMBERED TO DATE \$5,863,847.00		(OPTIONAL USE)		CHAPTER 23 254 370 25	STATUTE AB74 AB134 AB1613 AB853
APPR REF 101	ACCOUNT/ALT ACCOUNT 5432000	REPORTING STRUCTURE 39006100	SERVICE LOCATION 57208 57208 42024 42024	FISCAL YEAR (ENY) 2019-20 (\$1,500,000) 2017-18 (\$2,000,000) 2016-17 (\$1,000,000) 2014-15 (\$1,363,847)	
<i>I hereby certify that the California Air Resources Board Legal Office has reviewed this Grant Agreement.</i>					
SIGNATURE OF CALIFORNIA AIR RESOURCES BOARD LEGAL OFFICE: N/A				DATE	

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EXHIBIT A, GRANT PROVISIONS
GRANT NUMBER: G14-LCTI-07-56

- A. The parties agree to comply with the requirements and conditions contained herein. The original grant and grant amendments are subject to all commitments identified in the Fiscal Year (FY) 2014-15 Car Sharing and Mobility Options in Disadvantaged Communities Grant Solicitation and the Grantee Application Package. The project activities funded by this Amendment ~~56~~, incorporated herein, are the Amendment of the original grant and funding increase under Amendment 1, the project expansion under Amendment 2, the project expansion under Amendment 3, and the Project expansion under Amendment 4, **and** ~~the purpose of Amendment No. 5 is to extend~~**extension of** the Grant term end date, ~~provide updates to Exhibits A and B, and to re-budgeting of \$1,500,000.00 in expansion funding~~ **under Amendment 5** intended for the development of Phase 4 CarShare sites and direct those funds toward ongoing Project implementation at Phase 1 through 3 CarShare sites. **The purpose of Amendment No. 6 is to provide an extension of the Grant term end date to allow Grantee to continue funding outreach activities to ensure full expenditure of remaining Grant funds by June 30, 2027, and return of all unspent funds and outstanding deliverables by July 31, 2027 and update Exhibit A- Grant Provisions. Additionally, Exhibit E – Payee Data Record (STD 204) is removed in its entirety.**

For clarity, the original project is referred to herein as “Phase 1” (original grant and Amendment 1) and serves the following affordable housing communities:

1. Edgewater, Sacramento Housing and Redevelopment Agency (SHRA)
6276 I Street, Sacramento, California 95814
2. Riverview, SHRA (served by the Sacramento Valley Station)
401 I Street, Sacramento, California 95814
3. Alder Grove, SHRA
816 Revere Street, Sacramento, California 95818
4. Mutual Housing at Lemon Hill
6000 Lemon Hill Avenue, Sacramento, California 95824

The FY 2016-17 expansion project is referred to herein as “Phase 2 Expansion,” and serves the following affordable housing communities:

1. Mutual Housing at River Garden
2201 Northview Drive, Sacramento, California 95833
2. Mutual Housing on the Greenway
6311 Sampson Boulevard, Sacramento, California 95824
3. Mutual Housing at Sky Park
5500 Sky Parkway, Sacramento, California 95823

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The FY 2017-18 expansion project is referred to herein as “Phase 3 Expansion,” and serves the following three affordable housing communities, with one or more additional communities as yet to be identified, and also low-income residents living in the disadvantaged community served by one mobility hub:

1. Jefferson Manor
5959 66th Avenue, Sacramento, California 95823
2. Washington Square
408 10th Street, Sacramento, California 95814
3. Del Paso Heights Mobility Hub
Corner of Grand Avenue and May Street, Sacramento, CA 95838

The 2019-2020 expansion Project is referred to herein as “Phase 4 Expansion,” and was intended to continue services at existing Phase 1 through Phase 3 sites and add a new mobility hub.

Phase 1, the Phase 2 Expansion, the Phase 3 Expansion, and the Phase 4 Expansion taken together are referred to as “Our Community CarShare Sacramento Pilot Project.”



The California Climate Investments logo and name serves to bring under a single brand the many investments whose funding comes from the GGRF. The logo represents a consolidated and coordinated initiative by the State to address climate change by reducing greenhouse gases, while also investing in disadvantaged communities and achieving many other co-benefits. The Grantee agrees to acknowledge the California Climate Investments program as a funding source from CARB’s Low Carbon Transportation program whenever projects funded, in whole or in part by this Agreement, are publicized in any news media, websites, brochures, publications, audiovisuals, or other types of promotional material. The acknowledgement must read as follows: ‘This publication (or project) was supported by the “California Climate Investments” (CCI) program.’ Guidelines for the usage of the CCI logo can be found at www.arb.ca.gov/ccifundingguidelines **Funding Guidelines for Agencies that Administer California Climate Investments | California Air Resources Board**

B. PROJECT TITLE AND AMENDMENTS (if applicable)

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Project Title: Our Community CarShare Sacramento Pilot Project	
Original Grant Amount:	\$1,098,200.00
Amendment 1 Additional Funds:	\$ 265,647.00
Amendment 2 - Phase 2 Expansion Funds:	\$1,000,000.00
Amendment 3 - Phase 3 Expansion Funds:	\$2,000,000.00
Amendment 4 – Phase 4 Expansion Funds	\$1,500,000.00
<hr/> Total Grant Amount:	<hr/> \$5,863,847.00

C. GRANT AMENDMENTS

All amendments are shown in single underline to indicate additions and single strikeout to indicate deletions. All other terms and conditions remain the same.

Amendment 1:

The purpose of Amendment 1 ~~is~~ was to increase the funding for the purchase instead of the lease of eight project vehicles, add Exhibit B, Work Statement, Attachment V(a) – Detailed Revised Budget for Phase 1, adjust the Grantee document retention period, and make other changes to Exhibit A and Exhibit B.

Amendment 2:

The purpose of Amendment 2 ~~is~~ was to provide \$1,000,000.00 for the expansion of the Phase 1 project per the Our Community CarShare Sacramento Expansion Project Grant Application dated August 31, 2017. Changes ~~are~~ were made to Exhibit A and Exhibit B, Work Statement, as follows:

- Attachment I(a) – Budget Summary for Phase 1 and the Phase 2 Expansion
- Attachment II(a) – Project Milestones and Disbursement Schedule for Phase 1 and the Phase 2 Expansion
- Attachment III(a) – Project Schedule for Phase 1 and the Phase 2 Expansion
- Attachment V(b) – Detailed Proposed Budget for the Phase 2 Expansion (under Amendment 2)

The FY 2016-17 Our Community CarShare Sacramento Expansion Grant Project Budget is attached as Exhibit B, Work Statement Attachment V(b), and the Application is attached as Exhibit F, Grant Applications, Attachment I.

Grantee will incorporate a new section in the existing Quarterly Report process and the Final Report to include reporting on the Expansion Project from initiation to completion.

The funding reserved for the Final Report in Amendment 2 is not changed and will continue to be reserved for the Final Report that includes reporting on both Phase I and the Phase 2 Expansion of Our Community CarShare Sacramento Pilot Project.

Amendment 3:

The purpose of Amendment 3 ~~is~~ was to provide \$2,000,000.00 in funding from FY 2017-18 to expand Our Community CarShare Sacramento Pilot Project into Phase 3, per the Our Community CarShare Sacramento Pilot Project Grant Application dated

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October 10, 2018. Additionally, the amendment extendeded the Project Performance Period to June 30, 2021, based on the timing and completion of required tasks under the amendment. Changes ~~are~~ were made to Exhibit A, and attachments added to Exhibit B, Work Statement, as follows:

- Attachment I(b) – Budget Summary for the Phase 3 Expansion
- Attachment II(b) – Project Milestones and Disbursement Schedule for the Phase 3 Expansion
- Attachment III(b) – Project Schedule for the Phase 3 Expansion
- Attachment V(c) – Detailed Proposed Budget for the Phase 3 Expansion

The FY 2017-18 Our Community CarShare Sacramento Pilot Project – Phase 3 Expansion Grant Application is attached as Exhibit F, Grant Applications, Attachment II.

Grantee will provide a new section in the existing Quarterly Report process to include reporting on Phase 3 from initiation to completion.

Amendment 4:

The purpose of Amendment 4 is was to provide \$1,500,000.00 in funding from FY 2019-20 to expand Our Community CarShare Sacramento Pilot Project into Phase 4, per the Our Community CarShare Sacramento Pilot Project Grant Application dated October 21, 2020. Additionally, the amendment extendeded the Project Performance Period to June 30, 2025, based on the timing and completion of required tasks under the amendment. Changes ~~are~~ were made to Exhibit A, and attachments added to Exhibit B, Work Statement, as follows:

- Attachment I(c) – Budget Summary for the Phase 4 Expansion
- Attachment II(c) – Project Milestones and Disbursement Schedule for the Phase 4 Expansion
- Attachment III(c) – Project Schedule for the Phase 4 Expansion
- Attachment V(d) – Detailed Proposed Budget for the Phase 4 Expansion

The FY 2019-20 Our Community CarShare Sacramento Pilot Project – Phase 4 Expansion Grant Application is attached as Exhibit F, Grant Applications, Attachment III.

Grantee will provide a new section in the existing Quarterly Report process to include reporting on Phase 4 from initiation to completion. A COMBINED Final Report covering both the Phase 3 and Phase 4 Expansion is required under this amendment, and up to 10 percent (or \$150,000.00) of the \$1,500,000.00 will be reserved for the Phase 3 and Phase 4 Expansion Final Report.

Amendment 5:

The purpose of Amendment No. 5 is was to extend the Grant term end date from June 30, 2025 to July 31, 2025, and to re-budget \$1,500,000.00 in expansion funding intended for the development of Phase 4 CarShare sites and re-direct those funds toward ongoing project implementation at Phase 1 through 3 CarShare sites, thereby restructuring the objectives of Phase 4. Changes are made to Exhibit A, and the

following attachments in Exhibit B:

- Attachment I(c) – Budget Summary for the Phase 4 Expansion
- Attachment II(c) – Project Milestones and Disbursement Schedule for the Phase 4 Expansion
- Attachment III(c) – Project Schedule for the Phase 4 Expansion
- Attachment V(d) – Detailed Proposed Budget for the Phase 4 Expansion

D. GRANT PARTIES AND CONTACT INFORMATION

1. This Grant is from the California Air Resources Board (CARB) to Sacramento Metropolitan Air Quality Management District (Sac Met or Grantee).
2. The CARB Project Liaison is ~~Ms. Meri Miles~~ **Robert Chester**. Correspondence regarding this project shall be directed to:

~~Meri Miles~~ **Robert Chester**
California Air Resources Board
Mobile Source Control Division
1001 I Street
Sacramento, California 95812
Phone: (279)208-7960 **7376**
Email: ~~Meri.Miles@arb.ca.gov~~ Robert.Chester@arb.ca.gov

3. Grantee Liaison is Steffani Charkiewicz, Associate Air Quality Engineer. Correspondence regarding this project shall be directed to:

Steffani Charkiewicz, Associate Air Quality Engineer
777 12th Street
Sacramento, CA 95814-1908
Phone: (916) 874-6361
Fax: (916) 874-4899
E-mail: scharkiewicz@airquality.org

E. TIME PERIOD

1. Performance of work or other expenses billable to CARB under this Grant may commence after full execution of this Grant by parties. Performance on this Grant ends once Grantee has submitted the final **quarterly status** report for ~~the Phase 4 Expansion~~ or if this Grant is terminated, whichever is earlier.
2. Grantee must implement the first three (3) phases of the project for at least one year from the date that participants begin using the project. Phase 1 and the Phase 2 Expansion project must be completed no later than December 31,

2019. The Phase 3 Expansion must be completed no later than December 31, 2022.
3. Grantee must submit and CARB must receive a draft Final Report covering Phase 1 and the Phase 2 Expansion of the project no later than 30 calendar days after project completion of the Phase 2 Expansion, or January 31, 2020, whichever is earlier. Grantee must submit a separate draft Phase 3 and Phase 4 Expansion Final Report no later than April 30, 2024.
 4. Grantee must submit and CARB must receive a Final Report covering Phase 1 and the Phase 2 Expansion of the project, and a final Grant Disbursement Request for payment of work completed under Phase 1 and the Phase 2 Expansion of the project within 90 days after project completion of Phase 2, or March 31, 2020, whichever is earlier. Grantee must submit and CARB must receive the Final Report covering the Phase 3 and Phase 4 Expansion Projects and a final Grant Disbursement Request for payment of work completed under Phase 4 of the project by April 30, 2024.
 5. The CARB Executive Officer retains the authority to terminate or reduce the dollar amount of this Grant if after 18 months from execution of the Grant, 60 percent of project funding has not been expended by Grantee. In the event of such termination, Section H. Fiscal Administration, 5. Suspension of Payments and Early Grant Termination (below), of these provisions shall apply.

F. SCOPE OF WORK

This section defines the respective scope of work of CARB and Grantee in administering the Our Community CarShare Sacramento Pilot Project.

1. CARB is responsible for the following:
 - a. Participating in regular meetings with Grantee to discuss project refinements and guide the administration of the project.
 - b. Reviewing and approving project elements provided by Grantee, such as outreach and education materials, webpage, initial participant survey, quarterly reports, and final report.
 - c. Review and approve all Grant Disbursement Request Forms and distribute funds to Grantee.
 - d. Provide project oversight (in conjunction with Grantee).
 - e. Ensure compliance with applicable requirements of:
 1. FY 2014-2015 Funding Plan for the Air Quality Improvement Program and Low Carbon Transportation Greenhouse Gas Reduction Fund Investments (FY 2014-15 Funding Plan)
 2. FY 2014-15 Grant Solicitation Car Sharing Pilot Project
 3. FY 2016-17 Funding Plan for Low Carbon Transportation and the Air Quality Improvement Program (FY 2016-17 Funding Plan).
 4. FY 2016-17 Application Instructions for Phase 2 Expansion funding.
 5. FY 2017-18 Funding Plan for Low Carbon Transportation and the Air Quality Improvement Program (FY 2017-18 Funding Plan).
 6. FY 2017-18 Application Instructions for Phase 3 Expansion funding.
 7. FY 2019-20 Funding Plan for Low Carbon Transportation and the Air Quality Improvement Program (FY 2019-20 Funding Plan).
 8. FY 2019-20 Application Instructions for Phase 4 Expansion funding.

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2. Grantee's responsibilities include project development, project administration, and project reporting, including, but not limited to, the following tasks:
 - a. Grantee's key project personnel will participate in an initial meeting with CARB staff before work on the project begins. The purpose of the initial meeting will be to discuss the overall plan, details of performing the tasks, the project schedule, and any issues that may need to be resolved. Grantee's key project personnel will also participate in meetings to discuss progress to be held at least quarterly beginning three months after the initial meeting. Additional meetings may be scheduled at the sole discretion of the CARB Project Liaison. Such meetings may be conducted by phone if deemed appropriate by the CARB Project Liaison.
 - b. Purchase, lease, or otherwise subsidize participant use for car sharing and or the subsidized use of ridehailing services.¹ Car sharing must use eligible light-duty passenger vehicles and medium-duty passenger or shuttle vans that are zero emission or near-zero emission vehicles, which include plug-in hybrid electric vehicles (PHEV), battery electric vehicles (BEV), and fuel cell electric vehicles (FCEV). Vehicles funded by this grant comprise a fleet that must be maintained throughout the term of the grant agreement. Changes to the fleet after grant execution may be made subject to prior approval by CARB.
 1. Car share vehicle eligibility requirements:
 - a. May be purchased or leased.
 - b. May be new or used.
 - c. A chassis that has been modified with aftermarket parts or equipment to create a PHEV or zero-emission vehicle is not eligible.
 - d. New vehicles must be eligible for the Clean Vehicle Rebate Project (CVRP) or the California Hybrid and Zero-Emission Truck and Bus Voucher Project (HVIP), but they cannot participate in those projects, i.e., they cannot receive rebates from CVRP or vouchers from HVIP.
 - e. Used vehicles that have participated in CVRP or HVIP are eligible.
 - f. Must be registered in California.

¹ Ridehail services are defined in Exhibit F, Grant Applications, Attachment 1, Our Community CarShare Sacramento Pilot Project – Phase 2 Expansion Grant Application, Section 3.0 Project Implementation Plan Ridehail.

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- g. No modifications to the vehicle's emissions control systems, hardware, software calibrations, or hybrid system (Violation, California Vehicle Code Section 27156).
 - h. Phase 1 Car Share vehicles must be domiciled (home-based) in top 25 percent Disadvantaged Communities as defined by CalEnviroScreen 2.0.²
 - i. Phase 2 Expansion, Phase 3 Expansion, and Phase 4 Expansion Project Car Share must be domiciled (home-based) in top 25 percent Disadvantaged Communities as defined by CalEnviroScreen 3.0.³
- 2. Vehicles used by the ridehailing service must be seven years or newer.
- c. Purchase and install electric vehicle supply equipment (EVSE) to provide electricity for BEVs and PHEVs, if applicable. EVSE equipment may be:
 - 1. Public or private.
 - 2. Installed in commercial or residential locations.
 - 3. Level 1: rated up to 120 volts AC and 15 amps.
 - 4. Level 2: rated up to 240 volts AC, up to 60 amps, and up to 14.4 kW.
 - 5. Level 3: high voltage AC or DC with the capability to charge the vehicle to approximately 80 percent capacity within 30 minutes.
 - d. Prepare materials in consultation with CARB and conduct outreach and education to the identified disadvantaged community. Outreach must include a strategy to coordinate, leverage, and complement existing outreach and education efforts already underway through CARB's Low Carbon Transportation Investment Projects; such as Statewide Administrator for Clean Mobility Options Projects for Disadvantaged Communities (Clean Mobility Voucher Pilot Program), One-Stop-Shop Pilot Project, the Education and Outreach Strategic Roadmap, and other grantees currently administering CARB Clean Mobility Options Projects.
 - e. Establish secure and safe home base parking within the identified disadvantaged community.
 - f. Develop policy and process to evaluate potential participants that includes evaluation of driver records for insurability.
 - g. Enroll participants and ensure they meet the following requirements:
 - 1. To be eligible, car share drivers must:
 - a. Possess a current California Class C Driver's license.
 - b. Meet minimum requirements to drive a project vehicle as required by Grantee and the insurance provider, to be developed in conjunction with CARB.
 - c. Complete an Initial Participant Survey upon enrollment.
 - d. Complete trip surveys and participate in research as requested by Grantee.
 - e. Pay project fees as required by Grantee.
 - 2. Participants become ineligible upon any of the following events:

² <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-version-20>

³ <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-30>

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- a. Participant becomes ineligible for insurance.
 - b. Participant's license lapses or is revoked.
 - c. Is found to be an unsafe or impaired driver.
 - d. Non-payment of project fees.
3. Participants may become ineligible at the discretion of Grantee or CARB upon any of the following events:
 - a. Causes damage to a vehicle or EVSE.
 - b. Non-compliance with project requirements.
 4. Enroll ridehail participants and ensure they meet the following minimum requirements:
 - a. Be 18-years or older.
 - b. Must possess either California Class C driver's license or a valid California Identification Card.
 - c. The driver's license or identification card must indicate a residential address within a Disadvantaged Community census tract.
 - d. Must have income or reside in a household earning less than 400 percent of the federal poverty level.
 5. Ridehail rides subsidized by this grant:
 - a. Should primarily begin or end in a Disadvantaged Community as defined by CalEnviroScreen 3.0.⁴
 - b. May include additional riders, including children, but only when accompanied by a project participant.
- h. Conduct initial and follow-up participant surveys, report status quarterly, respond to ad hoc CARB and public queries, and provide an end-of-project final report, as follows:
 1. Initial Participant Survey: Grantee will administer an Initial Participant Survey to project participants to collect vehicle usage data and other information. CARB will coordinate with Grantee to identify mutually agreed upon survey parameters, mechanism for obtaining information, and measures to safeguard confidential individual information. Data includes:
 - a. Transportation patterns, auto ownership, and average annual auto miles used in last two years prior to participation in the project.
 - b. Unmet transportation needs.
 - c. Other participant information (number of participants and other demographic information as mutually agreed upon between Grantee and CARB).
 2. Quarterly Reports: Grantee will provide quarterly summary reports to CARB, as identified in Exhibit B, Work Statement, Attachments III(a), III(b), and III(c) – Project Schedule. Deliverables include:
 - a. Project fund expenditures in detail, and interest earned to date and for the quarterly period.
 - b. Schedule of community outreach and education conducted and materials used.

⁴ <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-30>

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- c. Participant information (total number of participants, added and subtracted participants, and other demographic information as mutually agreed upon between Grantee and CARB).
 - d. Vehicles and EVSE information.
 - e. Car Share trip and fuel usage information (number and types/purpose of trips taken, trip beginning and end points, miles traveled, fuel and electricity used, and other information as mutually agreed upon between Grantee and CARB).
 - f. Estimates of Greenhouse Gas (GHG) and criteria pollutant emission reductions achieved using the most up-to-date quantification methodology as provided and directed by CARB.
 - g. Survey updates, as mutually agreed upon between Grantee and CARB.
 - h. Other co-benefits to the identified disadvantaged community, as mutually agreed upon between Grantee and CARB.
 - i. Accounting records, including expenditure and income information, and supporting documentation.
 - j. Other data and analysis as mutually agreed upon between Grantee and CARB.
 - k. Ridehail trip information, including number of participants, number of trips, trip beginning and endpoints, and miles travelled. Other information may also be required, as mutually agreed upon between Grantee and CARB.
 - l. E-bike sharing information such as updates on project development activities, collaborators, participation, and other information as mutually agreed upon between Grantee and CARB.
 - m. The Quarterly report will include separate report sections for Phases 1 through 4.
3. Final Reports: Grantee will provide two Final Reports. The Phase 1 and Phase 2 Expansion Final Report is due no later than 90 days after project completion of Phase 2, as identified in Exhibit B, Work Statement, Attachment II(a), Project Milestones and Disbursement Schedule for Phase 1 and the Phase 2 Expansion. The Phase 3 and Phase 4 Expansion Final Report is due no later than April 30, 2024, as identified in Exhibit B, Work Statement, Attachment II(c), Project Milestones and Disbursement Schedule for the Phase 4 Expansion. The following information must be included in both Final Reports (at a minimum):
- a. Overview of the Our Community CarShare Sacramento Pilot Project, from inception through project completion, including project background, partnerships, funding sources, challenges, successes, and suggestions going forward.
 - b. The Final Report for the Phase 3 and Phase 4 Expansion will include an evaluation of funding strategies for self-sustainability of

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- car share sites funded under Phases 1 through 4, where feasible, and each site's potential for self-sustainability.
- c. Table and narrative of Project Milestones.
 - d. Results of Initial Participant Surveys and follow-up participant surveys documenting user satisfaction and assessment of project benefits and co-benefits to users.
 - e. Changes in participant knowledge of and acceptance of advanced technology clean vehicles.
 - f. Vehicle, EVSE, and fuel usage information.
 - g. Outreach and education materials efforts, including materials used, schedule of events conducted, and an assessment of effectiveness of the efforts.
 - h. Estimated GHG and criteria pollutant emission reductions achieved.
 - i. Estimated number of jobs created in the Grantee organization as a result of implementing Phases 1 through 4 of the project.
 - 1. Minimum data items required for California Climate Investments Co-benefits Assessments include:
 - i) Type of job (e.g., construction, procurement, consultant)
 - ii) Full-time equivalent hours
 - iii) Location of job
 - iv) Date of job creation
 - j. Accounting reports, including expenditure and income information and supporting documentation.
 - k. Other data and analysis as mutually agreed upon between Grantee and CARB.
- i. Grantee shall work with CARB staff to complete a yearly jobs reporting spreadsheet as required for California Climate Investments annual reporting to the Legislature.
 - j. Insurance Requirements – Grantee must comply with all requirements outlined in the (1) General Provisions section and (2) Insurance Requirements outlined in this section. No payments will be made under this grant until Grantee fully complies with all insurance requirements.
 - 1. General Provisions Applying to All Policies
 - a. Coverage Term – Coverage needs to be in force for the complete term of the grant. If insurance expires during the term of the grant, a new certificate must be received by the State at least ten days prior to the expiration of this insurance. Any new insurance must comply with the original grant terms.
 - b. Policy Cancellation or Termination & Notice of Non-Renewal – Grantee is responsible to notify the State within five business days of any cancellation, non-renewal or material change that affects required insurance coverage. New certificates of insurance are subject to the approval of the Department of General Services and Grantee agrees no work or services will be performed prior to obtaining such approval. In the event Grantee fails to keep in effect at all times the specified insurance coverage, the State may, in

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- addition to any other remedies it may have, terminate this grant upon the occurrence of such event, subject to the provisions of this grant.
- c. Premiums, Assessments and Deductibles – Grantee is responsible for any premiums, policy assessments, deductibles or self-insured retentions contained within their insurance program.
 - d. Primary Clause – Any required insurance contained in this grant shall be primary, and not excess or contributory, to any other insurance carried by the State.
 - e. Insurance Carrier Required Rating – All insurance companies must carry an AM Best rating of at least “A–” with a financial category rating of no lower than VI. If Grantee is self-insured for a portion or all of its insurance, review of financial information including a letter of credit may be required.
 - f. Endorsements – Any required endorsements requested by the State must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.
 - g. Inadequate Insurance – Inadequate or lack of insurance does not negate Grantee’s obligations under the grant.
 - h. Use of Subcontractor - In the case of Grantee’s utilization of Subcontractors to complete the grant scope of work, Grantee shall include all Subcontractors as insureds under Grantee’s insurance or supply evidence of Subcontractor’s insurance to The State equal to policies, coverages, and limits required of Grantee.
2. Grant Insurance Requirements – Grantee shall display evidence of the following on a certificate of insurance evidencing the following coverages:
- a. Commercial General Liability – Grantee shall maintain general liability on an occurrence form with limits not less than \$1,000,000.00 per occurrence for bodily injury and property damage liability combined with a \$2,000,000.00 annual policy aggregate. A “per project aggregate” endorsement is required. The policy shall include coverage for liabilities arising out of premises, operations, independent Grantees, products, completed operations, personal & advertising injury, and liability assumed under an insured contract or grant. This insurance shall apply separately to each insured against whom claim is made or suit is brought subject to Grantee’s limit of liability. The policy must name the State of California, its officers, agents, and employees as additional insured, but only with respect to work performed under the grant.
 - b. Automobile Liability – Grantee shall maintain business automobile liability insurance as broad as Form CA0001 for limits not less than \$1,000,000.00 combined single limit. Such insurance shall cover liability arising out of any and all motor vehicles owned, hired or non-owned. “Any Auto” symbol 1 is required.

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- c. Workers Compensation and Employers Liability – Grantee shall maintain statutory worker’s compensation and employer’s liability coverage for all its employees who will be engaged in the performance of the grant. In addition, employer’s liability limits of \$1,000,000.00 are required. A Waiver of Subrogation or Right to Recover endorsement in favor of the State of California must be attached to certificate.
- k. Develop, administer, and maintain a user-friendly vehicle reservation system; at a minimum, provide telephone-based, person-to-person reservation fulfillment.
- l. Develop policies and procedures documents and flow charts that describe Grantee’s administrative actions for evaluating and processing participants, reservations, vehicle and e-bike maintenance, ridehailing, and data gathering and reporting. Examples include, but are not limited to:
 1. Organizational charts.
 2. Details on how key Our Community CarShare Sacramento Pilot Project processes are conducted and how associated documentation of data, signatures, and authorizations are gathered and recorded, including, but not limited to:
 - a. Outreach and education.
 - b. Participant evaluation, enrollment, and tracking.
 - c. Vehicle reservations, tracking, and maintenance.
 - d. Data collection and reporting.
 - e. Transit Incentive Card participant evaluation, enrollment, and tracking.
 - f. Ridehailing reservations and tracking.
 3. Develop and maintain accounting procedures to track expenditures by:
 - a. Grant agreement number.
 - b. Fiscal year.
 - c. Funding source.
 4. Provisions to protect against conflict of interest.
 5. Provisions to protect against fraud, and to identify, respond to, and report if fraud has occurred.
- m. Establish and maintain records of participants, vehicles, e-bikes, EVSE, fuel, maintenance, Transit Incentive Card participation and other records, as follows:
 1. Identify participant data that is confidential and develop measures to keep this data confidential.
 2. Develop a systematic process and schedule to back-up participant, reservation database(s) on a daily basis at a minimum.
 3. Develop and enforce security measures to safeguard Project database(s).
 4. Store all records in a secured and safe storage facility that maintains confidentiality and provides fire and natural disaster protection.
 5. Retain files during the term of the Grant Agreement plus three years.

- a. Transfer all project records to CARB once the three years is up.
- n. The Grantee must ensure that all products and services submitted, uploaded, or otherwise provided by the Grantee and/or its subcontractors under this grant agreement, including but not limited to data, software, plans, drawings, specifications, reports, operating manuals, notes, and other written or graphic work prepared in the course of performance of this grant agreement (collectively, the "Work"), comply with Web Content Accessibility Guidelines 2.0, levels A and AA, and otherwise meet the accessibility requirements set forth in California Government Code Sections 7405 and 11135, Section 202 of the federal Americans with Disabilities Act (42 U.S.C. § 12132), and Section 508 of the federal Rehabilitation Act (29 U.S.C. § 794d) and the regulations promulgated thereunder (36 C.F.R. Parts 1193 and 1194) (collectively, the "Accessibility Requirements"). For any Work provided in PDF format, the Grantee shall also provide an electronic version in the original electronic format (for example, Microsoft Word or Adobe InDesign).

CARB may request documentation from the Grantee of compliance with the Accessibility Requirements and may perform testing to verify compliance. The Grantee must bring into compliance, at no cost to CARB, any Work by the Grantee or its subcontractors not meeting the Accessibility Requirements. If the Grantee fails to bring its or its subcontractors' Work into compliance with the Accessibility Requirements within five (5) business days of written notice from CARB, or within the time frame specified by CARB in its notice, the Grantee will be responsible for all costs incurred by CARB in bringing the Grantee's or its subcontractors' Work into compliance with the Accessibility Requirements. The Grantee agrees to respond to and resolve any complaint brought to its attention regarding accessibility of deliverables provided under this grant agreement for a period of one year following delivery of the final deliverable under this grant agreement.

Deviations from the Accessibility Requirements are permitted only by written consent by CARB.

G. FISCAL ADMINISTRATION

1. Budget
 - a. The maximum amount of this Grant is up to \$5,863,847.00. Under no circumstance will CARB reimburse Grantee for more than this amount.
 - b. Grantee may request compensation for eligible project expenses and project implementation expenses for the Phase 4 Expansion following execution of Grant Amendment 4.
 - c. The budgets for this project are shown in Exhibit B, Work Statement, Attachment I(a) – Budget Summary for Phase 1 and the Phase 2 Expansion, Attachment I(b) – Budget Summary for the Phase 3 Expansion, and Attachment 1(c) – Budget Summary for the Phase 4 Expansion.

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- d. If Grantee requests or CARB approves less funding disbursements than the total grant amount, the remaining funding may be reallocated by CARB at CARB's sole discretion.
- e. Vehicles, EVSE, equipment, and computers purchased per this grant are the property of grantee or their assignee and are not required to be returned to the State at the completion of this project.
- f. Grant funds that have been received by Grantee but have not been fully expended by submittal of the Phase 1 and Phase 2 Expansion Final Report or by January 31, 2020, whichever comes first, must be returned to CARB no later than March 31, 2020. Grant Funds that have been received by the Grantee for the Phase 3 and Phase 4 Expansion but have not been fully expended by ~~July 31, 2025~~ **June 30, 2027**, must be returned to CARB by ~~July 31, 2025~~ **July 31, 2027**.
- g. The proposed project budgets identify cost category amounts that are "up-to" amounts. If cost savings occur in any cost category, the Grantee may request to move the remaining funds to another cost category for eligible expenses, subject to approval by CARB.

2. Project Funding

a. Initial Funding

Grantee will receive an initial disbursement of up to 40 percent of the grant as seed money to support initial administration of Phase 1 of Our Community CarShare Sacramento Pilot Project soon after the grant agreement has been signed and upon availability of funds. Initial funds may be used for purchase of vehicles, EVSE, development and conduct of community outreach and education, staffing, and administration expenses as identified in the budget.

- 1. For vehicles purchased or leased, within 30 days of the purchase or lease transaction the following documentation must be submitted to CARB:
 - a. Proof of temporary or permanent California vehicle registration for the vehicle listed in the application. A copy of the Application for New Vehicle Registration submitted by the dealer to the California Department of Motor Vehicles is acceptable proof of temporary vehicle registration. Local, state, and federal agencies and entities may submit other documents with the prior approval of Grantee.
 - b. Copy of the final sales or lease contract with an itemization of credits, discounts, and incentives received.
 - c. Proof of insurance listing the vehicle and the types and amounts of coverage.
- 2. For EVSE purchased and installed, within 30 days of receiving the Final Inspection report as approved by the local building code entity for the installation, the following documentation must be submitted to CARB:
 - a. Proof of the Final Inspection approval by the local building code entity for EVSE installation.
 - b. Copies of all purchase receipts and installer final itemized bill.

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- c. Documentation of all credits, discounts, and incentives applied for, in process, or received for EVSE installation.
- b. Payment for Quarterly Status Reports
 1. Grantee will receive up to 12.5 percent of the Phase 1 grant amount upon CARB receipt and approval of each of four Quarterly Status Reports for the first year of the project. No payments are associated with submittal and approval of Quarterly Status Reports in subsequent Project phases.
- c. Payment for Vehicles, EVSE, participant subsidies, and project expenses that occur between the Initial Payment and the Payment for the Phase 1 and Phase 2 Expansion Final Report, Grantee may request compensation for eligible expenses that were not covered by the Initial Payment or the first four Quarterly Report payments, subject to CARB approval.
 1. The same documentation is required for both vehicles and ESVE as described above in a. Initial Funding.
 2. Approved payments will be subtracted from the remaining balance of the next Quarterly Status Report due, if any such balance is available, and subtracted from the budget category from which the expenses occur.
 3. Amendment 1 of this grant agreement adds \$265,647.00 of funding for the Grantee to purchase instead of lease eight project vehicles as was specified in the original grant agreement budget.
 4. Amendment 2 of this grant agreement adds \$1,000,000.00 of funding to the Grantee for Phase 2 Expansion costs as described in Exhibit F, Grant Applications, Attachment I, Our Community CarShare Sacramento Pilot Project – Phase 2 Expansion Application:
 - a. Up to \$240,000.00 for the purchase or lease of a minimum of four to a maximum of six eligible battery electric or plug-in hybrid vehicles.
 - b. Up to \$72,000.00 for installation of a minimum of four to a maximum of six eligible EVSE.
 - c. Up to \$120,000.00 for project administration.
 - d. Up to \$568,000.00 for project implementation operations and participant subsidies.
 - e. Funds not expended on vehicles, or EVSE are available for expenditure on participant subsidies for car sharing or ridehailing.
 5. Amendment 3 of this grant agreement adds \$2,000,000.00 of funding to the Grantee for Phase 3 Expansion costs as described in Exhibit F, Grant Applications, Attachment II, Our Community CarShare Sacramento Pilot Project – Phase 3 Expansion Application:
 - a. Up to \$503,000.00 for project costs.
 - b. Up to \$1,497,000.00 for project implementation costs. Project implementation costs include a travel budget of approximately \$5,000.00 to support coordination with other CARB projects, participation in relevant workshops, meetings, and outreach events. Any reimbursement for necessary travel and per diem

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must be at rates not to exceed those amounts paid to the State's represented employees. CalHR's travel and per diem reimbursement amounts are online at www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx. Reimbursement must be at the State travel and per diem amounts that are current as of the date costs are incurred by the Grantee⁵

6. Amendment 4 of this grant agreement adds \$1,500,000.00 of funding for the Grantee for Phase 4 Expansion costs as described in Exhibit F, Grant Applications, Attachment III, Our Community CarShare Sacramento Pilot Project – Phase 4 Expansion Application:
 - a. Up to \$70,000.00 for project costs.
 - b. Up to \$1,430,000.00 for project implementation costs. The same requirements for travel reimbursement apply as those listed above for Amendment 3.
7. Amendment No. 5 of this Grant Agreement extends the Grant term end date from June 30, 2025 to July 31, 2025, provides updates to Exhibits A and B, and re-budgets \$1,500,000.00 in expansion funding associated with the development of Phase 4 sites to ongoing project implementation at Phase 1 through 3 sites.
8. **Amendment No. 6 of this Grant Agreement extends the Grant term end date from July 31, 2025 to July 31, 2027 in order to allow Grantee to continue funding outreach activities, to ensure full expenditure of remaining Grant funds by June 30, 2027, and return of all unspent funds and outstanding deliverables by July 31, 2027.**

- d. Payment for the Final Reports
CARB will withhold payment of \$150,000.00 of the total grant amount (as identified in Section H, Fiscal Administration (1) Budget (a)), until CARB's receipt and approval of the Phase 3 and Phase 4 Expansion Final Report and Grant Disbursement Request.

3. Advance Payment

Consistent with the Legislature's direction to expeditiously disburse grants, CARB in its sole discretion may provide advance payments of grant awards in a timely manner to support program initiation and implementation with a focus on mitigating the constraints of modest reserves and potential cash flow problems.

Recognizing that appropriate safeguards are needed to ensure grant monies are used responsibly, CARB has developed the grant conditions described below to establish control procedures for advance payments. CARB may provide advance payments to grantees of a grant program or project if CARB determines all of the following:

⁵ CARB will only reimburse travel expenses and per diem rates that are set by CalHR. The Grantee will be responsible for travel expenses and per diem rates that exceed CalHR rates.

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- a. Grantee acknowledges that CARB has finalized Advance Payment regulations which become effective on January 21, 2021. Grantee agrees that this Agreement and all advance payment requests will comply with these regulations, which can be found at: 17 California Code of Regulations (C.C.R.) Sections 91040-91044.
- b. Grantee submits a certification to CARB pursuant to 17 C.C.R. Section 91043 for each advance payment request.
- c. The advance payments are necessary to meet the purposes of the grant project.
- d. The use of the advance funds is adequately regulated by grant or budgetary controls.
- e. The request for application or the request for proposals contains the terms and conditions under which an advance payment may be received consistent with this section.
- f. The Grantee is either a small air district or the Grantee meets all of the following criteria:
 1. Has no outstanding financial audit findings related to any of the moneys eligible for advance payment and is in good standing with the Franchise Tax Board and Internal Revenue Service.
 2. Agrees to revert all unused moneys to CARB if they are not liquidated within the timeline specified in the grant agreement.
 3. Submits a spending plan to CARB for review prior to receiving the advance payment.
 4. The spending plan shall include project schedules, timelines, milestones, and the Grantee's fund balance for all state grant programs.
 5. CARB shall consider the available fund balance when determining the amount of the advance payment.
 6. Reports to CARB any material changes to the spending plan within 30 days.
 7. Agrees not to provide advance payment to any other entity.
- g. In the event of the nonperformance of the Grantee, CARB shall require the full recovery of the unspent moneys. A Grantee shall provide a money transfer confirmation within 45 days upon the receipt of a notice from CARB.
- h. The Grantee must complete and submit to CARB for review and approval, an Advance Payment Request Form, along with each grant disbursement that is requesting advance payment. The Advance Payment Request Form shall be provided by CARB to the Grantee after the grant execution.
- i. CARB may provide an advance of the direct project costs of the grant if the program has moderate reserves and potential cash flow issues. Advance payments will not exceed the Grantee's interim cash needs.
- j. The Grantee assumes legal and financial risk of the advance payment.
- k. Grantee shall place funds advanced under this section in an interest-bearing account. Grantee shall track interest accrued on the advance payment.

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Interest earned on the advance payment shall only be used for eligible grant-related expenses as outlined in the Grant Provisions, Exhibit A or will be returned to CARB.

- I. Grantee shall report to CARB the value of any unused balance of the advance payment and interest earned and submit quarterly fiscal accounting reports consistent with Section J, Reporting of this grant agreement (also see Section H, Fiscal Administration of these grant agreement.)

- m. Grantee shall remit to CARB any unused portion of the advance payment by ~~July 31, 2025~~ **July 31, 2027**.

4. Grant Disbursements

The Grantee shall submit the Grant Disbursement Requests to CARB Accounting Section at accountspayable@arb.ca.gov ~~grants@arb.ca.gov~~ with a CC to the CARB project liaison. The Grantee must submit this **Grant Disbursement Requests** electronically, based on CARB's ~~current~~ electronic submission guidance **in affect** at the time of request. Requests for payment must be made with the Grant Disbursement Request Form and contain all documentation required with the form.

- a. Fund expenditures that are eligible for reimbursement include:
 - 1. Preparation of materials for and conduct of community outreach and education.
 - 2. Vehicle purchase or lease costs.
 - 3. EVSE purchase and installation costs.
 - 4. Vehicle and EVSE maintenance costs.
 - 5. Vehicle, driver, passenger, and facilities insurance costs.
 - 6. Reservation system development and on-going maintenance costs.
 - 7. Personnel and fringe benefit costs.
 - 8. Operating costs (including rent, supplies, and equipment).
 - 9. Vehicle fuel and electricity costs.
 - 10. Indirect costs (general administrative services, office space, and telephone services).
 - 11. Consultant fees (if pre-approved by CARB).
 - 12. Printing, records retention, reporting, and mailing.
 - 13. Subsidies to participants for car sharing, bikes sharing, and other supported mobility options under the Transit Incentive Card.
 - 14. Grantee and Subcontractor staff travel costs (e.g., CARB workshops to represent clean mobility projects, local agency site visits, and workshops/events related to project coordination and education).
- b. Requests for payment shall be made with the Grant Disbursement Request Form and conform to the instructions identified in Section H, Fiscal Administration (this section).
 - 1. Grant payments shall be made only for reasonable costs incurred by Grantee.
 - 2. Milestones for disbursement requests are stipulated in Exhibit B, Work Statement, Attachments II(a), II(b), and II(c), Project Milestones

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- and Disbursement Schedule (attached below).
3. CARB will have sole discretion to adjust the timeline for allowable disbursements as necessary to assure the goals of the project are met.
 4. With the exception of the Initial Payment, grant payments are subject to CARB's approval of Quarterly Status Reports, vehicle or EVSE purchase reimbursements, or the Final Report and any required accompanying deliverables.
 5. Payment will not be made if the CARB Project Liaison deems:
 - a. A milestone has not been accomplished or documented.
 - b. A deliverable has not been provided or does not meet specifications.
 - c. Claimed expenses are unreasonable, insufficiently documented, or invalid per the budget.
 - d. Grantee has not met other terms of the grant.
 6. The Chief of the Mobile Source Control Division or designee of CARB may review the CARB Project Liaison's approval or disapproval of a Grant Disbursement Request. No reimbursement will be made for expenses that, in the judgment of the Division Chief of the Mobile Source Control Division, are not reasonable or do not comply with the Grant Agreement.
 7. Grantee must mail Grant Disbursement Requests to the CARB Project Liaison with Grantee Liaison's original signature. Grantee may also email Grant Disbursement Requests to the CARB Project Liaison to assist timely review, but final approval requires CARB receipt and approval of mailed documentation with original signature.
 8. CARB must disburse funds in accordance with the California Prompt Payment Act, Government Code, Section 927, et seq.
- c. The Grantee shall initially submit an unsigned Grant Disbursement Request to the CARB Project Liaison to complete a Grant Disbursement **Request** package pre-review.
 - d. The Grantee shall not submit disbursement requests from June 1 through June 30 of each year, which will accommodate FISCAL going offline for end-of-year closing.
5. Suspension of Payments and Early Grant Termination
- a. CARB reserves the right to issue a grant suspension order in the event that a dispute should arise. If issued, a grant suspension order will be in effect until the dispute has been resolved or the grant has been terminated.
 1. If Grantee chooses to continue work on the project after a grant suspension order, Grantee will not be reimbursed for any expenditure incurred during the suspension if CARB terminates the grant.
 2. If CARB rescinds the suspension order and does not terminate the grant, CARB will reimburse Grantee for any expenses incurred during the suspension that are reimbursable in accordance with the terms of the grant.

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b. In accordance with Section M. General Provisions, 25. Termination (below), CARB reserves the right to terminate this Grant upon 30 days written notice to Grantee.

1. Upon Termination, the CARB Liaison will calculate the prorated value over the remaining project life of the deliverables under this grant, including vehicles, EVSE, equipment, and remaining reporting. These values are considered undelivered as of the date of Termination. As such, they are not eligible costs and not eligible for disbursement.
2. If the combined value of these prorated amounts exceeds the remaining disburseable funds, within 45 days the Grantee must refund and return the difference to CARB.

6. Contingency Provision

In the event this Grant is terminated for whatever reason, the CARB Executive Officer or designee reserves the right in his or her sole discretion to award a grant to the next highest scored applicant and, if an agreement cannot be reached, to the next applicant(s) until an agreement is reached. If CARB is unable to award a grant under these circumstances, CARB may award a grant to other projects.

7. Earned Interest

Earned interest means any interest earnings generated from grant funds held by Grantee in interest-bearing accounts.

- a. Project funds are required to be held in an interest-bearing account. If interest is earned by Grantee on Our Community CarShare Sacramento Pilot Project funds, the earnings must be reported to CARB. All interest income on Our Community CarShare Sacramento Pilot Project funds must be reinvested in and used by the project or returned to CARB. Interest earned that is reinvested in the project is not included as part of the Total Grant Amount from CARB. Grantee is responsible for reporting to CARB all project expenditures funded with interest earned on the Our Community CarShare Sacramento project funds.
- b. Grantee must maintain accounting records (e.g., general ledger) that tracks interest earned, expended, or returned on the Our Community CarShare Sacramento project funds, as follows:
 1. The calculation of interest must be based on an average daily balance or some other reasonable and demonstrable method.
 2. Interest earned must ensure that it is separately identifiable from interest earned on non Our Community CarShare Sacramento Pilot Project funds.
 3. The methodology for calculating earned interest must be consistent with how it is calculated for Grantee's other fiscal programs.
 4. Earned interest for Phase 1 and the Phase 2 Expansion must be fully expended or returned to CARB by completion of the project, submittal of the Final Report, or by January 31, 2020, whichever comes first. Earned interest for the Phase 3 Expansion and Phase 4 Expansion that has not been fully expended by ~~July 31, 2025~~**June 30, 2027**, must be returned to CARB by July 31, ~~2025~~**2027**.

- c. Documentation of interest earned on the Our Community CarShare Sacramento Pilot Project funds and expenditures made on those funds or returned to CARB must be:
 1. Retained for a minimum of three years after it is generated.
 2. Provided to CARB in Quarterly Status Reports and a Final Report.

8. In-Kind Services

Grantee is encouraged to contribute in-kind services to improve the Our Community CarShare Sacramento Pilot Project's effectiveness. "In-kind services", for the purposes of this project, means payment contributions made in the form of goods and services, rather than direct monetary contributions. Funds expended on in-kind services must meet all the requirements described herein and must be reported to CARB in Quarterly Status Reports and in the Final Report to CARB.

9. Grantee Match Funding

Match funding from Grantee is encouraged, and may include funding from other state, federal, non-profit, or private revenue sources. All match funding sources and amounts must be reported to CARB in Quarterly Status Reports and the Final Report.

H. PROJECT MONITORING

1. Meetings

- a. Initial meeting: A meeting will be held between key project personnel and CARB staff before work on the project begins. The purpose of the first meeting will be to discuss the overall plan, details of performing the tasks, the project schedule, and any issues that may need to be resolved.
- b. Review meetings: Meetings to discuss progress must be held at least quarterly beginning three months after the initial meeting. Additional meetings may be scheduled at the sole discretion of the CARB Project Liaison. Such meetings may be conducted by phone if deemed appropriate by the CARB Project Liaison.
- c. Site visits: Site visits may be conducted by the CARB Project Liaison during the term of this grant. Grantee must allow CARB or its designee access to the site and interviews with staff.

2. Technical Monitoring

- a. Any change(s) in the scope or schedule for the project requires the prior written approval of the CARB Project Liaison. CARB may require a written amendment to the grant (Grant Agreement Amendment) to incorporate the change(s).
- b. Within 10 working days Grantee will notify CARB in writing if any circumstances arise (technical, economic, or otherwise), which might place completion of the project in jeopardy.
- c. Within 10 working days Grantee will notify the CARB of a change(s) in key project personnel.
- d. In addition to Quarterly Status Reports, Grantee must also provide information as requested by the CARB Project Liaison that is needed to assess progress in completing tasks and meeting the objectives of the

- project.
- e. Any change(s) in budget allocations, re-definition of deliverables, or extension of the project schedule must be requested in writing to the CARB Project Liaison and approved by CARB, in its sole discretion.

I. REPORTING

1. Quarterly Status Reports
 - a. Grantee must submit Quarterly Status Reports to CARB at a minimum of three-month intervals for the life of the project until the Final Report.
 - b. CARB and Grantee will work together to develop a report format and data fields.
 - c. Quarterly Status Reports must detail, at a minimum:
 1. Project fund expenditures in detail to date and for the quarterly period.
 - a. Eligible costs are described in section H. Fiscal Administration, 3. Grant Disbursements.
 - b. Documentation of costs is described in section L. Project Records, 2. Financial Records, g. Documentation of Grantee fund expenditures.
 2. Vehicle Information:
 - a. Manufacturer
 - b. Model
 - c. Purchase date
 - d. Purchase amount
 - e. Registration date and date of next renewal
 - f. Insurance information and date of next renewal
 - g. Vehicle license plate number
 - h. Vehicle Identification Number (VIN)
 - i. Odometer reading
 - j. Fuel or electricity consumed in reporting period and in total
 - k. Accidents
 - l. Downtime dates and reasons
 - m. Maintenance performed in reporting period and planned for next reporting period
 3. E-bike sharing:
 - a. Updates on project development activities
 - b. Collaborators
 - c. E-bike usage information as mutually agreed upon between Grantee and CARB
 4. Electric Vehicle Supply Equipment (EVSE):
 - a. Manufacturer
 - b. Date of operation (fully inspected)
 - c. Electricity delivered in reporting period and in total
 - d. Accidents
 - e. Downtime dates and reasons
 - f. Maintenance performed in reporting period and planned for next reporting period
 5. Outreach and Education:

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- a. Materials developed
 - b. Events held
 - c. Presentations made
 6. Participants
 - a. List of all names or unique identifiers for all car sharing, e-bike sharing and ridehailing participants, including denied applicants and removed participants, with place of residence Zip Code
 - b. Date of application, date of approval, and date of denial or removal and reason for denial or removal
 - c. Number of applicants approved
 - d. Number of applicants removed
 7. Trip Information - all data from car sharing and ridehailing trip information collected via telematics and surveys is subject to availability, when not obtained an explanation will be provided:
 - a. Number of trips taken in total and by vehicle
 - b. Reason for each trip
 - c. Number of participants and passengers reported for each trip in the reporting period and in total
 - d. Miles traveled for each trip and total miles traveled
 8. Identified problems or concerns and proposed solutions, if applicable.
 9. Subsidies provided to participants for car sharing or ridehailing.
2. Final Report
- a. Grantee must submit draft Final Reports (see Exhibit B, Work Statement, Attachments II(a), II(b), and II(c), Project Milestones and Disbursement Schedule for Phase 1 and the Phase 2 Expansion, and for the Phase 3 and Phase 4 Expansions, attached) upon completion of the project. The draft Final Report must be submitted to CARB in an appropriate format agreed upon between the CARB Project Liaison and Grantee. Upon approval of the draft Final Reports by the CARB Project Liaison, Grantee shall provide a written copy of the final version plus an electronic file.
 - b. The Final Report must include the following components:
 1. Detailed budgets for Phase 3 and Phase 4 Expansion.
 2. Total fund expenditures of Our Community CarShare Sacramento Pilot Project funding per source of funding and fiscal year.
 3. Interest earned on grant funds and how they were expended or returned to CARB.
 4. Overview of the Our Community CarShare Pilot Project, from inception through project completion, including project background, partnerships, funding sources, challenges, successes, and suggestions going forward.
 5. Table and narrative of Project Milestones.
 6. Outreach and education materials efforts, including materials used, schedule of events conducted, and an assessment of effectiveness of the efforts.
 7. Estimated GHG and criteria pollutant emission reductions achieved.
 8. Estimated number of jobs created within the Grantee organization as a result of implementing Phases 1 through 4 of the project.
 1. Minimum data items required for California Climate Investments

Co-benefits Assessments include:

- i) Type of job (e.g., construction, procurement, consultant)
 - ii) Full-time equivalent hours
 - iii) Location of job
 - iv) Date of job creation
9. Results of Initial Participant Surveys and follow-up participant surveys documenting user satisfaction and assessment of project benefits and co-benefits to users.
 10. Changes in participant knowledge of and acceptance of advanced technology clean vehicles.
 11. Vehicle, EVSE, and fuel usage information.
 12. The Final Report for the Phase 3 and Phase 4 Expansions will include an evaluation of funding strategies for self-sustainability of car share sites funded under Phases 1 through 4 where feasible, and each site's potential for self-sustainability.
3. **Grantee must submit to CARB quarterly status reports during the Grant term extension period of July 31, 2025 through July 31, 2027, or until all remaining Grant funds are expended, whichever is sooner. The quarterly status reports must include: (a) details of how Grantee expended Grant funds, and the amounts of the expenditures, during the quarterly period, and (b) information regarding how Grantee plans to expend Grant funds, and the projected amounts, during the subsequent quarterly period.**
 4. Grantee shall work with CARB staff to complete a yearly jobs reporting spreadsheet as required for California Climate Investments annual reporting to the Legislature.
 5. Grantee must submit to CARB other records and supporting documentation as mutually agreed upon between Grantee and CARB.

J. OVERSIGHT AND ACCOUNTABILITY

1. Grantee shall comply with all oversight responsibilities identified herein.
2. CARB or its designee may recoup the grant funds which were received based upon misinformation or fraud, or if Grantee is in significant or continual non-compliance with the terms of this Grant or State law.
3. CARB reserves the right to prohibit any entity from future participation in Our Community CarShare Sacramento Pilot Project or other CARB projects or programs due to non-compliance with project requirements.
4. Grantee must immediately notify CARB if Grantee becomes aware of any actual or potentially fraudulent activity by anyone or entity associated the project, and work with CARB to determine an appropriate course of action.

K. PROJECT RECORDS

Project records include, but are not limited to, Grantee, financial, and participant records. All project records must be retained for a period of three years after final payment under this Grant. All project records are subject to audit pursuant to

EXHIBIT A, GRANT PROVISIONS
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Section M, General Provisions, 4. Audit (below) of this Grant Agreement. Upon completion of the third year of record retention, Grantee must deliver all project records to CARB. Hardcopy or electronic records are suitable.

1. Grantee Record—Grantee shall retain a file containing:
 - a. Original executed copy of the Original Project Grant Agreement and Grant Agreement Amendments, if applicable.
 - b. Policies and procedures documents and flow charts that describe Grantee's procedures for evaluating and processing participant applications and reservations.
 - c. Copies of Grant Disbursement Request Forms submitted.

2. Financial Records—Grantee must:
 - a. Maintain project accounts in accordance with generally accepted accounting principles.
 - b. Establish an official file for Our Community CarShare Sacramento Pilot Project which shall adequately document all significant actions relative to the project.
 - c. Establish separate accounts which will adequately and accurately depict all amounts received and expended on Our Community CarShare Sacramento Pilot Project.
 - d. Establish separate accounts which will adequately and accurately depict all income received which is attributable to Our Community CarShare Sacramento Pilot Project.
 - e. Establish an accounting system which will adequately depict detailed and final total fund expenditures of Our Community CarShare Sacramento Pilot Project, including both direct and indirect costs.
 - f. Document interest earned on project grant funds, and their expenditure or return to CARB.
 - g. Documentation of Grantee fund expenditures:
 1. All fund expenditures must be documented.
 2. Personnel costs documentation must make use of timesheets or other labor tracking software. Duty statements or other documentation may also be used to verify the number of staff and actual hours or percent of time staff devoted to project administration and outreach.
 3. Fees for external consultants must be documented with copies of the consultant contract and invoices. All external consultants and fees must be pre-approved by CARB.
 4. Printing, mailing, records retention, and travel expenses must be documented with receipts and/or invoices.
 5. Indirect costs methodology must be documented.

3. Participant Records—Grantee is required to establish and maintain project records which must include, at a minimum:
 - a. Our Community CarShare Sacramento Pilot Project participant applications (denied, approved, and removed).
 - b. Initial Applicant Surveys and survey updates, Quarterly Status Reports, and a Final Report.

- c. Documentation of any deviations from normal processing, such as enforcement action and CARB case-by-case approval.

L. GENERAL PROVISIONS

1. Amendment: No amendment or variation of the terms of this Grant Agreement shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or agreement not incorporated in the Grant Agreement is binding on any of the parties.
2. Assignment: This grant is not assignable by Grantee, either in whole or in part, without the consent of CARB in the form of a formal written amendment.
3. Availability of Funds: CARB's obligations under this Grant Agreement are contingent upon the availability of funds. In the event funds are not available, the State of California shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Grant Agreement.
4. Audit: Grantee agrees that CARB, the California Department of General Services, California Department of Finance, the California State Auditor, and/or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant and all State funds received. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after the term of this Grant is completed, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the State to audit records and interview staff in any Grant related to performance of this Agreement.
5. Compliance with law, regulations, etc.: The Grantee agrees that it will, at all times, comply with and require its contractors, and subcontractors, to comply with all applicable federal, State, and local laws, rules, guidelines, regulations, and requirements.
6. Confidentiality: No record which has been designated as confidential by CARB, shall be disclosed by Grantee.
7. Conflict of interest: Grantee certifies that it is in compliance with applicable State and/or federal conflict of interest laws.
8. Disputes: The Grantee shall continue with the responsibilities under this Grant Agreement during any dispute. Grantee staff or management may work in good faith with CARB staff or management to resolve any disagreements or conflicts arising from implementation of this Grant Agreement. However, any disagreement that cannot be resolved at the management level within 30 days of when the issue is first raised with CARB staff shall be subject to resolution by the CARB Executive Officer, or his designated representative. Nothing contained in this paragraph is intended to limit any rights or remedies that the parties may have under law.
9. Environmental justice: In the performance of this Grant Agreement, the Grantee shall conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority

- populations and low-income populations of the State.
10. **Extension of Grant Agreement Deadlines: There shall be no further extensions of the Grant term end date beyond the extension to July 31, 2027, granted by Amendment 6.**
Grantee will provide suitable and timely notice to the public, via a publicly accessible web page, of the extension of the Grant term end date.
 11. Fiscal management systems and accounting standards: The Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of State and federal law and this Grant Agreement. Unless otherwise prohibited by State or local law, Grantee further agrees that it will maintain separate project accounts in accordance with generally accepted accounting principles.
 12. Force majeure: Neither CARB nor Grantee must be liable for or deemed to be in default for any delay or failure in performance under this Grant Agreement or interruption of services resulting directly from acts of God, enemy action, strikes, government orders, national or state declared pandemics, flood, earthquake, or other physical natural disaster. If either party intends to invoke this clause to excuse or delay performance, the party invoking the clause must provide written notice to the other party immediately but no later than within fifteen (15) calendar days of when the force majeure even occurs and reasons that the force majeure event is preventing that party from or delaying that party in performing its obligations under this contract. CARB may terminate this Grant Agreement immediately in writing without penalty in the event Grantee invokes this clause. If the Grant Agreement is not terminated by CARB pursuant to this clause, upon completion of the event of force majeure, the Grantee must as soon as reasonably practicable, recommence the performance of its obligations under this Grant Agreement. The Grantee must also provide a revised schedule to minimize the effects of the delay caused by the event of force majeure. An event of force majeure does not relieve a party from liability for an obligation which arose before the occurrence of that event.
 13. Governing law and venue: This Grant is governed by and shall be interpreted in accordance with the laws of the State of California. CARB and the Grantee hereby agree that any action arising out of this Grant Agreement shall be filed and maintained in the Superior Court in and for the County of Sacramento, California, or in the United States District Court in and for the Eastern District of California. The Grantee hereby waives any existing sovereign immunity for the purposes of this Grant Agreement.
 14. Grantee's responsibility for work: The Grantee shall be responsible for work and for persons or entities engaged in work, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Grantee shall be responsible for any and all disputes arising out of its contract for work on the Project, including but not limited to payment disputes with contractors, subcontractors, and providers of services. The State will not mediate disputes between Grantee and any other entity concerning responsibility for performance of work.
 15. Indemnification: The Grantee agrees to indemnify, defend, and hold harmless the State of California, CARB and its/their officers, employees, agents, representatives, and successors-in-interest against any and all liability, loss,

EXHIBIT A, GRANT PROVISIONS
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- and expense, including reasonable attorneys' fees, from any and all claims for injury or damages arising out of the performance by the Grantee, and out of the operation of equipment that is purchased with funds from this Grant Award.
16. Independent Contractor: The Grantee, and its agents and employees, if any, in their performance of this Grant Agreement, shall act in an independent capacity and not as officers, employees or agents of CARB or the State of California.
 17. Nondiscrimination: During the performance of this Grant Agreement, the Grantee and its contractors shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of sex, race, religious creed, color, national origin, ancestry, physical disability, mental disability, sexual orientation, medical condition, (including HIV and AIDS), marital status, age (over 40) or allow denial of family-care leave, medical-care leave, or pregnancy-disability leave. The Grantee and its contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. The Grantee and its contractors shall comply with the provisions of the Air Employment and Housing Act (Gov. Code section 12990 (a)-(f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, title 2, section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a)-(f), set forth in Chapter 5 of Division 4 of title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. The Grantee and its contractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. The Grantee shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under this Grant Agreement.
 18. No third-party rights: The parties to this Grant Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Grant Agreement, or of any duty, covenant, obligation or undertaking established herein.
 19. Ownership: All information or data received or generated by the Grantee under this Grant Agreement shall become the property of CARB. No information or data received or generated under this Grant shall be released without CARB's approval.
 20. Personally Identifiable Information: Information or data that personally identifies an individual or individuals is confidential in accordance with California Civil Code sections 1798, et seq. and other relevant State or Federal statutes and regulations. The Grantee shall safeguard all such information or data which comes into their possession under this agreement in perpetuity and shall not release or publish any such information or data.
 21. Prevailing wages and labor compliance: If applicable, the Grantee agrees to comply with all of the applicable provisions of the California Labor Code pertaining to Public Works projects (Labor Code Sections 1720-1861) including those provisions requiring the payment of not less than the specified prevailing rate of wages as determined by the Director of the Department of Industrial Relations to workers employed in the performance of this grant. If applicable, the Grantee shall monitor all agreements subject to reimbursement from this

Grant Agreement to ensure that the provisions of Labor Code Sections 1720-1861 are being met.

22. Professionals: For projects involving installation or construction services, the Grantee agrees that only licensed professionals will be used to perform services under this Grant Agreement where such services are called for and licensed professionals are required for those services under State law.
23. Severability: If a court of competent jurisdiction holds any provision of this Grant Agreement to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of those provisions, will not be affected.
24. Termination: CARB may terminate this Grant Agreement by written notice at any time prior to completion of projects funded by the Grant Award, upon violation by the Grantee of any material provision after such violation has been called to the attention of the Grantee and after failure of the Grantee to bring itself into compliance with the provisions of this Grant Agreement.
25. Timeliness: Time is of the essence in this Grant Agreement. Grantee shall proceed with and complete the Project in an expeditious manner.
26. Waiver of Rights: Any waiver of rights with respect to a default or other matter arising under the Grant Agreement at any time by either party shall not be considered a waiver of rights with respect to any other default or matter. Any rights and remedies of the State of California provided for in this Grant Agreement are in addition to any other rights and remedies provided by law.
27. Total Agreement, Entirety: This Grant Agreement constitutes the entire agreement and understanding between the Parties and supersedes and replaces any and all prior negotiations and agreements of any kind, whether written or oral, between the Parties concerning this Grant Agreement.

M. ELECTRIC VEHICLE SERVICE EQUIPMENT REQUIREMENT

Assembly Bill 841 (Ting, 2020), added Public Utilities Code (PUC) section 740.20, requires Electric Vehicle Infrastructure Training Program (EVITP) certification to install electric vehicle charging infrastructure and equipment for work performed on or after January 1, 2022, subject to certain exceptions (see below). Therefore, all electric vehicle charging infrastructure and equipment funded by this grant located on the customer side of the electrical meter shall be installed by a contractor with the appropriate license classification, as determined by the Contractors' State License Board, and at least one electrician on each crew, at any given time, who holds an EVITP certification. Projects that include installation of a charging port supplying 25 kilowatts or more to a vehicle must have at least 25 percent of the total electricians working on the crew for the project, at any given time, who hold EVITP certification. One member of each crew may be both the contractor and an EVITP certified electrician. The requirements stated in this paragraph do not apply to any of the following:

- a. Electric vehicle charging infrastructure installed by employees of an electrical corporation or local publicly owned electric utility.
- b. Electric vehicle charging infrastructure funded by moneys derived from credits

EXHIBIT A, GRANT PROVISIONS
GRANT NUMBER: G14-LCTI-07-6

generated from the Low Carbon Fuel Standard Program (Subarticle 7 (commencing with Section 95480) of Article 4 of Subchapter 10 of Chapter 1 of Division 3 of Title 17 of the California Code of Regulations).

- c. Single-family home residential electric vehicle chargers that can use an existing 208/240-volt outlet.

Beginning January 1, 2022, the grantee shall collect and maintain documentation demonstrating compliance with Public Utilities Code section 740.20 and shall provide this documentation to CARB upon request.

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EXHIBIT B, WORK STATEMENT
Attachment I - Budget Summary for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT B, WORK STATEMENT
GRANT NUMBER: G14-LCTI-07-5

Attachment I(a) - Budget Summary for Phase 1 and the Phase 2 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Total Funding

Funding Source	Original Grant Amount	Amendment 1 Additional Funds	Amendment 2 Additional Funds	Amendment 3 Additional Funds	Amended Total Grant Amount
Greenhouse Gas Reduction Fund¹	\$1,098,200.00	\$265,647.00	\$1,000,000.00	\$2,000,000.00	\$4,363,847.00

¹Greenhouse Gas Reduction Fund (3228), Assembly Bill 134 (Committee on Budget, Chapter 254, Statutes of 2017)

Disbursement of Funds:

Description of Disbursement	Deliverable	Amount
Initial Disbursement	Task 1, Grant Agreement execution	Up to \$439,280.00
Quarterly Status Report	Task 2, submittal and CARB approval of 1st quarterly status report	Up to \$137,275.00
Quarterly Status Report	Task 3, submittal and CARB approval of 2nd quarterly status report	Up to \$137,275.00
Purchase of Vehicles Disbursement Request (Amendment 1 Funds)	Task 3.2, submittal to CARB	Up to \$265,647.00
Quarterly Status Report	Task 4, submittal and CARB approval of 3rd quarterly status report	Up to \$137,275.00

EXHIBIT B, WORK STATEMENT
Attachment I - Budget Summary for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

Quarterly Status Report	Task 5, submittal and CARB approval of 4th quarterly status report	Up to \$137,275.00
Continuing Quarterly Status Reports	Task 6, submittal and CARB approval of quarterly reports until project completion (Task 17), including reporting on the Original Project the Expansion Project (once Amendment 2 is executed)	No payments associated with Continuing Quarterly Status
Expansion Project – Car Share Design	Task 7 is completed	Expansion Project expenses of up to \$10,000.00
Expansion Project – Ridehail Design	Task 8 is completed	Expansion Project expenses of up to \$5,000.00
Expansion Project Charging Station Infrastructure Construction & Commissioning	Task 9 is completed	Expansion Project expenses of up to \$72,000.00
Expansion Project Car Share Vehicle Acquisition	Task 10 is completed	Expansion Project expenses of up to \$240,000.00
Expansion Project Tasks 11 through 16	Tasks are initiated and in-process or completed	Expansion Project Salaries and Wages expenses of up to \$120,000.00; Program Operations up to \$553,000.00
Final Disbursement	Task 17, Submittal and CARB approval of Final Report	Up to \$109,820.00

EXHIBIT B, WORK STATEMENT
Attachment I - Budget Summary for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~**EXHIBIT B, WORK STATEMENT**~~
~~**GRANT NUMBER: G14-LCTI-07-5**~~

Attachment 1(b) - Budget Summary for the Phase 3 Expansion Grantee:

**Sacramento Metropolitan Air Quality Management District Project: Our
Community CarShare Sacramento Pilot Project**

Total Funding

Funding Source	Original Grant Amount	Amendment 1 Additional Funds	Amendment 2 Additional Funds	Amendment 3 Additional Funds	Amended Total Grant Amount
Greenhouse Gas Reduction Fund¹	\$1,098,200.00	\$265,647.00	\$1,000,000.00	\$2,000,000.00	\$4,363,847.00

¹Greenhouse Gas Reduction Fund (3228), Assembly Bill 134 (Committee on Budget, Chapter 254, Statutes of 2017)

Disbursement of Funds:

Description of Disbursement	Deliverable	Amount
Initial Disbursement	Task 1 Grant Amendment 3 execution	Up to \$400,000.00 (20 percent of Amendment 3 funding)
CarShare Vehicle and E-bike Procurement and Acquisition	Task 3 Submittal of disbursement request for Grantee recovery of sale, lease, or rental costs	Up to \$500,000.00
Ongoing Education, Outreach, Marketing and Participant Enrollment, Finalize Participant Surveys	Task 3.1 Outreach events and materials, project website updates, quarterly reports, final participant surveys	Up to \$300,000.00
Launch Phase 3 Expansion CarShare Launch Phase 3	Task 3.3 Work summaries and participant data provided in	Up to \$800,000.00

EXHIBIT B, WORK STATEMENT
Attachment I - Budget Summary for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

Expansion Ride Hail Launch Phase 3 Expansion E-bike Share	quarterly reports, quarterly meetings, invoices, and other reporting	
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EXHIBIT B, WORK STATEMENT
Attachment I - Budget Summary for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~**EXHIBIT B, WORK STATEMENT**~~
~~**GRANT NUMBER: G14-LCTI-07-5**~~

Attachment I(c) - Budget Summary for the Phase 4 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Total Funding

Funding Source	Original Grant Amount	Amendment 1 Additional Funds	Amendment 2 Additional Funds	Amendment 3 Additional Funds	Amendment 4 Additional Funds	Amended Total Grant Amount
Greenhouse Gas Reduction Fund¹	\$1,098,200.00	\$265,647.00	\$1,000,000.00	\$2,000,000.00	\$1,500,000.00	\$5,863,847.00
¹ Greenhouse Gas Reduction Fund (3228), Assembly Bill 134 (Committee on Budget, Chapter 254, Statutes of 2017)						

Disbursement of Funds:

Description of Disbursement	Deliverable	Amount
Initial Disbursement	Task 1.1 Grant Amendment 4 execution	Up to 20 percent of the total Grant amount (\$300,000.00)
Program Design and Implementation, Project Reporting and Travel	Task 2 Ongoing quarterly reporting, updated survey instruments, meeting participation, GGRF data reporting	Up to \$384,000.00
Maintain CarShare and ridehail services at Phases 1 through 3 CarShare sites	Task 3.1 Invoices for participant subsidies and transportation services, quarterly participant survey results and vehicle telematics data	Up to \$428,000.00

EXHIBIT B, WORK STATEMENT
Attachment I - Budget Summary for Phase 1, 2, 3, and 4 Expansion
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Outreach and Education	Tasks 4.1 Outreach events and materials, work summaries, services, documentation of membership enrollment, data from participant surveys and vehicle telematics and other reporting in quarterly reports	Up to \$238,000.00
Final Disbursement	Task 5.3 Submittal and CARB approval of the Final Report covering the Phase 3 and Phase 4 Expansion Projects	Up to \$150,000.00 (Ten percent (10%) of Amendment 4 funding)

EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~**EXHIBIT B, WORK STATEMENT**~~
~~**GRANT NUMBER: G14-LCTI-07-5**~~

**Attachment II(a) - Project Milestones and Disbursement Schedule
for Phase 1 and the Phase 2 Expansion**

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Task	Milestone Description	Scheduled Payment
1	Grant Agreement Execution	
	Sign Grant Agreement with CARB	Up to 40 percent of original grant amount upon execution
1.1	Hold kickoff meeting with CARB & Grantee	
1.2	Develop agreements between Grantee and CarShare partners	
1.3	Finalize Scope of Work, Schedule, Budget, Policy and Procedures Manual, and Charging Station Design & Specifications	
1.4	Begin Development of CarShare Structural Model, Low Income Subsidy Application Process, and Vehicle Reservation Protocol	
1.5	Solicit and Review Bids for Charging Station Procurement and Site Improvement, Select Subcontractor(s) for Four Locations (Sacramento Valley Train Depot, Edgewater, Alder Grove, Mutual Housing)	
2	First Quarterly Status Report	
	Submittal of Report for CARB Evaluation	Up to 12.5 percent of original grant amount upon CARB approval
2.1	Finalize Development of CarShare Structural Model, Low Income Subsidy Application Process and Vehicle Reservation Protocol	

EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

2.2	Begin Development of Data Collection Protocol, Participant Survey Methodology, Education, Outreach & Marketing Protocol, Vehicle Acquisition & Delivery Process, Vehicle Maintenance Schedule, Vehicle Maintenance Schedule, and Charging Station Maintenance Schedule	
2.3	Begin Implementation of Charging Station Infrastructure Construction & Commissioning and Education, Outreach, and Marketing Protocol	
3	Second Quarterly Status Report	
	Submittal of Report for CARB Evaluation	Up to 12.5 percent of original grant amount upon CARB approval
3.1	Finalize Vehicle Acquisition & Delivery, Charging Station Infrastructure Construction & Commissioning, and Charging Station Maintenance Schedule	
3.2	Submittal of Disbursement Request for Grantee recovery of vehicle purchase costs per Grant Amendment 1.	Up to \$265,647.00
3.3	Begin Program Membership Enrollment	
4	Third Quarterly Status Report	
	Submittal of Report for CARB Evaluation	Up to 12.5 percent of original grant amount upon CARB approval
4.1	Begin Implementation of Data Collection Protocol and Adjustments to Program Based on Feedback	
5	Fourth Quarterly Status Report	
	Submittal of Report for CARB Evaluation	Up to 12.5 percent of original grant amount upon CARB approval
5.1	Finalize Implementation of Data Collection Protocol	

EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

6	Continuing Quarterly Status Reports (Status reports are required on a quarterly basis after Task 5 until Task 15 is reached) Submittal of Reports for CARB Evaluation	No Payment Associated
7	Expansion Project - CarShare Design	Expansion Project expenses of up to \$10,000.00
8	Expansion Project – Ridehail Design	Expansion Project expenses of up to \$5,000.00
9	Expansion Project Charging Station Infrastructure Construction & Commissioning	Expansion Project expenses of up to \$72,000.00
10	Expansion Project CarShare Vehicle Acquisition	Expansion Project expenses of up to \$240,000.00
11	Expansion Project Begin CarShare Participant Enrollment	Expansion Project Salaries and Wages expenses of up to \$120,000.00; Program Operations up to \$553,000.00 per Disbursement Requests
12	Expansion Project Begin Ridehail Participant Enrollment	
13	Expansion Project Launch CarShare	
14	Expansion Project Launch Ridehail	
15	Project Completion, End of Project	No Payment Associated
16	Draft Final Report Upon Completion of Project	
	Submittal of Draft Final Report for CARB Evaluation no later than 30 days after Project Completion or January 31, 2020, whichever is earlier.	No Payment Associated
17	Final Report	

EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

	Submittal of Final Report for CARB Evaluation no later than 90 days after Project Completion or March 31, 2020, whichever is earlier.	Up to 10 percent of original grant amount upon CARB approval
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EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~EXHIBIT B, WORK STATEMENT~~
~~GRANT NUMBER: G14-LCTI-07-5~~

**Attachment II(b) – Project Milestones and Disbursement Schedule for
the Phase 3 Expansion**

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Task	Milestone Description	Scheduled Payment
1	Grant Amendment 3 Execution for Our Community CarShare Sacramento Pilot Project – Phase 3 Expansion	
	Sign Grant Amendment 3 with CARB	Up to 20 percent of Phase 3 Expansion funding (\$400,000.00)
1.2	Advertise Opportunity for Affordable Housing Communities to Participate in Phase 3 Expansion, Select up to Six Communities	
1.3	Develop Partner Agreements Between Grantee and Project Partners	
1.4	Conduct Project Launch Meeting with CARB and Grantee’s Team	
1.5	Develop CarShare and E-bike Share Structural Models, Expanded Ridehail Design and Participant Application Process and Protocols	
1.6	First Quarterly Status Report (Included as part of Phase 1 and Phase 2 Expansion quarterly reporting) Submittal of Report for CARB Evaluation	No Payment Associated
2	Develop Data Collection Protocol, Participant Survey Methodology, Education, Outreach & Marketing Protocol, Vehicle Acquisition & Delivery Process, Vehicle Maintenance Schedule, and Charging Station Maintenance Schedule	
2.1	Finalize CarShare and E-bike Share Structural Models, Expanded Ridehail Design and Participant Application Process	
2.2	Select Charging Locations and Conduct Station Design and Specification Development	
2.3	Solicit and Review Bids for Charging Station Procurement and Site Improvement, Select Subcontractor(s)	

EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

2.4	Begin Construction & Commissioning of Charging Station	
	Infrastructure and E-bike Locking Station Purchase and Installation	
2.5	Continuing Quarterly Status Reports (Status reports are required on a quarterly basis until Task 4 is reached) Submittal of Report for CARB Evaluation	No Payment Associated
3	Phase 3 CarShare Vehicle and E-bike Procurement and Acquisition (Submittal of disbursement request for Grantee recovery of vehicle and e-bike purchases, locking station purchases and installation)	Up to \$500,000.00
3.1	Conduct Ongoing Education, Outreach, Marketing, and Participant Enrollment, Finalize Participant Surveys	Up to \$300,000.00
3.2	Establish Reservation Access Points and Launch Phase 3 Expansion Sites for Residents, Continue Implementation at Phase 1 and Phase 2 Expansion Sites	
3.3	Ongoing Participant Enrollment, Education, Marketing and Outreach Activities Launch Phase 3 Expansion CarShare for Participants Launch Phase 3 Expansion Ride Hail Subsidies for Participants Launch Phase 3 Expansion E-bike Share for Participants	Up to \$800,000.00 for Project Implementation Costs
4	Project Completion/End of Project December 31, 2022	No Payment Associated

EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~Exhibit B, WORK STATEMENT~~
~~GRANT NUMBER: G14-LCTI-07-5~~

**Attachment II(c) – Project Milestones and Disbursement Schedule for
the Phase 4 Expansion**

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Task	Milestone Description	Scheduled Payment
1.1	Grant Amendment No. 4 execution for Our Community CarShare Sacramento Pilot Project – Phase 4 Expansion	
	Sign Grant Amendment No. 4 with CARB	Up to twenty percent (20%) of Phase 4 Expansion funding (\$300,000.00)
1.2	Develop partner agreements between the Grantee and Project partners	
1.3	Conduct Project Meeting with CARB and Grantee’s team	
1.4	Finalize Scope of Work, Schedule and Budget	
2.1	Update development of CarShare structural model, low income subsidy application process and vehicle reservation protocol	Up to \$384,000. <u>00</u>
2.2	Review/update data collection protocol, survey methodology, and GGRF data reporting for carshare and transit incentive card, and ongoing data collection and survey implementation	
2.3	Record keeping and submittal of quarterly reports for CARB evaluation	
3.1	Maintain carshare and ridehail services at Phases 1 through 3 CarShare sites	Up to \$428,000. <u>00</u>

EXHIBIT B, WORK STATEMENT
Attachment II – Project Milestones and Disbursement
Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

4.1	Outreach, education, and marketing activities, ongoing	Up to \$238,000. <u>00</u>
	participant enrollment	
5.1	Project completion/end of Project June 30, 2023	
5.2	Draft Final Report for the Phase 3 and Phase 4 Expansion Projects	
	Submittal of Draft Final Report to CARB by December 31, 2023	No payment associated
5.3	Final Report for the Phase 3 and Phase 4 Expansion Projects	
	Submittal of Final Report for CARB evaluation by April 30, 2024	Up to \$150,000.00 (Ten percent (10%) of Phase 4 Expansion Grant amount upon CARB approval)

EXHIBIT B, WORK STATEMENT
Attachment III – Project Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~EXHIBIT B, WORK STATEMENT~~
~~GRANT NUMBER: G14-LCTI-07-5~~

Attachment III(a) – Project Schedule for Phase 1 and the Phase 2 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Detailed Scope of Work and Timeline Schedule

Work Task	Start Date	Completion Date
Task 1 – Grant Agreement Execution	Date of Full Grant Agreement Execution (both Signatures) by CARB and Grantee	No Later Than January 31, 2016
Task 2 – First Quarterly Status Report	February 01, 2016	Data End Date June 30, 2016, Submit by July 31, 2016
Task 3 – Second Quarterly Status Report	July 01, 2016	Data End Date September 30, 2016, Submit by October 31, 2016
Task 3.2 – Amendment 1 Vehicle Purchase Costs	February 01, 2016	Submit by September 30, 2016
Task 4 – Third Quarterly Status Report	October 01, 2016	Data End Date December 31, 2016, Submit by January 31, 2017
Task 5 – Fourth Quarterly Status Report	January 01, 2017	Data End Date March 31, 2017, Submit by April 30, 2017
Task 6 – Continuing Quarterly Status Reports	April 01, 2017	Quarterly until Project Completion
Task 7 – Expansion Project - Car Share Design	As of execution of Grant Agreement Amendment 2	No Later Than January 31, 2018
Task 8 – Expansion Project – Ridehail Design	As of execution of Grant Agreement Amendment 2	No Later Than January 31, 2018
Task 9 – Expansion Project	As of execution of Grant	No Later Than

EXHIBIT B, WORK STATEMENT
Attachment III – Project Schedule for Phase 1, 2, 3, and 4 Expansion
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Charging Station Infrastructure Construction & Commissioning	Agreement Amendment 2	December 31, 2018
Task 10 – Expansion Project Car Share Vehicle Acquisition	As of execution of Grant Agreement Amendment 2	No Later Than December 31, 2018
Task 11 – Expansion Project Car Share Begin Car Share Participant Enrollment	As of execution of Grant Agreement Amendment 2	No Later Than December 31, 2018
Task 12 – Expansion Project – Ridehail Begin Participant Enrollment	As of execution of Grant Agreement Amendment 2	No Later Than December 31, 2018
Task 13 – Expansion Project – Launch Car Share for Participants	As of execution of Grant Agreement Amendment 2	No Later Than December 31, 2018
Task 14 – Expansion Project Launch Subsidies for Participants	As of execution of Grant Agreement Amendment 2	No Later Than December 31, 2018
Task 15 – Project Completion	December 31, 2019	December 31, 2019
Task 16 – Draft Final Report	January 1, 2020	Draft Final Report Due No Later Than January 31, 2020
Task 17 – Final Report	January 1, 2020	Final Report Due No Later than March 31, 2020

EXHIBIT B, WORK STATEMENT
Attachment III – Project Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~EXHIBIT B, WORK STATEMENT~~
~~GRANT NUMBER: G14-LCTI-07-5~~

Attachment III(b) – Project Schedule for the Phase 3 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Detailed Scope of Work and Timeline Schedule

Work Task	Start Date	Completion Date
Task 1 – Grant Agreement Execution	As of execution of Grant Agreement Amendment 3	No Later Than April 30, 2019
Task 1.6 – First Quarterly Status Report	As of execution of Grant Agreement Amendment 3	Data End Date June 30, 2019, Submit by July 31, 2019 in conformance with Amendment 2 reporting schedule
Task 2.5 – Continuing Quarterly Status Reports	July 01, 2019	Quarterly until Task 4 (Project Completion) is reached
2.4 – Begin Construction and Commissioning of Charging Station Infrastructure and E-bike Locking Station Purchase and Installation	As of execution of Grant Agreement Amendment 3	No later than December 31, 2021
Task 3 – Phase 3 CarShare Vehicle and E-bike Procurement and Acquisition	As of execution of Grant Agreement Amendment 3	No later than December 31, 2021
Task 3.3 – Ongoing Participant Enrollment, Education, Marketing and Outreach Activities Launch Phase 3 Expansion	As of execution of Grant Agreement Amendment 3	No later than December 31, 2021

EXHIBIT B, WORK STATEMENT
Attachment III – Project Schedule for Phase 1, 2, 3, and 4 Expansion
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CarShare Launch Phase 3 Expansion RideHail Launch Phase 3 Expansion E-bike Share		
Task 4 – Project Completion	December 31, 2020	December 31, 2022

EXHIBIT B, WORK STATEMENT
Attachment III – Project Schedule for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT B, WORK STATEMENT
GRANT NUMBER: G14-LCTI-07-5

Attachment III(c) – Project Schedule for the Phase 4 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Detailed Scope of Work and Timeline Schedule

Work Task	Start Date	Completion Date
Task 1.1 – Grant Amendment Execution	As of execution of Grant Amendment No. 4	No later than April 30, 2021
Task 2.3 – Quarterly Status Reporting	As of execution of Grant Agreement Amendment No. 4	Quarterly until Task 5.1 (project completion is reached). Submit in conformance with Amendment No. 3 reporting schedule.
Task 3.1 – Maintain carshare and ridehail services at Phases 1 through 3 CarShare sites	As of execution of Grant Agreement Amendment 4	June 30, 2023
Task 5.1 - Project Completion/End of Project	June 30, 2023	
Task 5.2 – Draft Final Report for the Phase 3 and Phase 4 Expansions	Draft Final Report due December 31, 2023	
Task 5.3 – Final Report for the Phase 3 and Phase 4 Expansions	Final Report, Final Disbursement Request, Due June 30, 2024	

EXHIBIT B, WORK STATEMENT
Attachment IV – Key Project Personnel
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT B, WORKSTATEMENT
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Attachment IV – Key Project Personnel

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Name	Position	Duties
Steffani Charkiewicz	Associate Air Quality Engineer	She will coordinate daily efforts regarding the CarShare grant, including the oversight of partners, program launch, marketing and outreach efforts, manage budget and monthly payments while ensuring deadlines are met related to expenditures and review quarterly reporting processes.
Gina ONeal	Associate Air Quality Specialist	She will act in a support role to run the CarShare program in the duties listed above.

EXHIBIT B, WORK STATEMENT
Attachment V – Detailed Budget for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT B, WORK STATEMENT
GRANT NUMBER: G14-LCTI-07-5

Attachment V(a) – Detailed Budget for Phase 1

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Table 1b. Detailed proposed project budget.

Expenses	Total Budget Amount	Budget Breakdown	
		Grant Request	Cost Share
Salaries and Wages (SMAQMD)			
Division Manager	\$20,559	\$ 20,559	\$ -
Program Supervisor	\$17,112	\$ 17,112	\$ -
Program Coordinator	\$14,973	\$ 14,973	\$ -
Associate AQ Engineer	\$65,153	\$ 65,153	\$ -
Associate AQ Engineer	\$32,576	\$ 32,576	\$ -
Associate AQ Planner	\$32,576	\$ 32,576	\$ -
Associate Intern	\$26,000		\$ 26,000
Subtotal	\$208,949	\$ 182,949	\$ 26,000
Vehicles and EVSE			
Purchase Eight Zero Emission Vehicles	\$360,000	\$ 360,000	
Maintenance	Zipcar covered expense		
Insurance	Zipcar covered expense		
Telematics/Datalogging	\$38,340	\$ 38,340	
EVSE	\$683,668	\$ 233,408	\$ 450,260
Parking Permits	n/a		
Subtotal	\$1,082,008	\$ 631,748	\$ 450,260
Operation			
Rent	\$3,600	\$ -	\$ 3,600
Utilities	Zipcar covered expense		
Equipment & Supplies	Zipcar covered expense		
Reservation System	Zipcar covered expense		
Reservation Access Points	\$3,200	\$ 3,200	
Participant Subsidies	\$371,250	\$ 371,250	
Outreach and Education	\$60,500	\$ 60,500	
Reporting	\$104,200	\$ 104,200	
Program Expansion Planning	\$10,000	\$ 10,000	
Records Retention/Transfer to ARB	Included in SMAQMD Budget		
Subtotal	\$552,750	\$ 549,150	\$ 3,600
TOTAL BUDGET	\$1,843,707	\$1,363,847	\$ 479,860

EXHIBIT B, WORK STATEMENT
Attachment V – Detailed Budget for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT B, WORK STATEMENT
GRANT NUMBER: G14-LCTI-07-5

Attachment V(b) – Detailed Budget for the Phase 2 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Expansion Project Budget

Expenses	Total Budget Amount	Budget Breakdown				
		Grant Request	SMAQMD		Partners	
			Cash	Inkind	Cash	Inkind
Salaries and Wages (SMAQMD)						
Division Manager	\$20,559	\$20,559	\$ -	\$ -	\$ -	\$ -
Program Manager	\$17,112	\$17,112	\$ -	\$ -	\$ -	\$ -
Program Supervisor	\$14,973	\$14,973	\$ -	\$ -	\$ -	\$ -
Associate AQ Engineer	\$67,356	\$67,356	\$ -	\$18,824	\$ -	\$ -
Associate AQ Engineer	\$32,576	\$ -	\$ -	\$32,576	\$ -	\$ -
Associate Intern	\$26,000	\$ -	\$ -	\$26,000	\$ -	\$ -
Subtotal	\$178,576	\$120,000		\$77,400		\$0
Vehicles and EVSE						
Vehicle Purchase or Lease	\$240,000	\$240,000	\$ -	\$ -	\$ -	\$ -
Maintenance	Car sharing company covered expense		\$ -	\$ -	\$ -	\$ -
Insurance	Car sharing company covered expense		\$ -	\$ -	\$ -	\$ -
EVSE	\$262,724	\$72,000	\$150,000	\$ -	\$21,900	\$ -
Subtotal	\$502,724	\$312,000	\$150,000	\$0	\$21,900	\$0
Operation						
Utilities	Car sharing company covered expense		\$ -	\$ -	\$ -	\$ -
Reservation System	Car sharing company covered expense		\$ -	\$ -	\$ -	\$ -
Reservation Access Points	\$3,000	\$3,000	\$ -	\$ -	\$ -	\$ -
Participant Subsidies	\$123,840	\$123,840	\$ -	\$ -	\$ -	\$ -
Outreach and Education	\$232,600	\$170,000	\$ -	\$30,000	\$ -	\$32,600
Program Expansion Planning	\$10,000	\$10,000	\$ -	\$ -	\$ -	\$ -
Records Retention/Transfer to ARB	Included in SMAQMD Budget		\$ -	\$ -	\$ -	\$ -
Subtotal	\$369,440	\$306,840	\$0	\$30,000	\$0	\$32,600
Operation						
Participant Subsidies	\$206,160	\$206,160	\$ -	\$ -	\$ -	\$ -
Outreach and Education	\$70,000	\$50,000	\$ -	\$20,000	\$ -	\$ -
Program Expansion Planning	\$5,000	\$5,000	\$ -	\$ -	\$ -	\$ -
Subtotal	\$281,160	\$261,160	\$0	\$20,000	\$0	\$0
TOTAL BUDGET	\$1,331,900	\$1,000,000	\$150,000	\$127,400	\$21,900	\$32,600

EXHIBIT B, WORK STATEMENT
Attachment V – Detailed Budget for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

Exhibit B, Work Statement
GRANT NUMBER: G14-LCTI-07-5

Attachment V(c) – Detailed Budget for Phase 3 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

Table 1b. Detailed proposed project budget.

Expenses	Total Budget Amount	Budget Breakdown				
		Grant Request	SMAQMD		Partners	
			Cash	Inkind	Cash	Inkind
Project Costs						
Vehicle Purchase or Lease	\$490,000	\$490,000				
EVSE purchase and Installation	\$420,000	\$0	\$420,000			
Electric bicycles, EVSE, bicycle maintenance, locking station purchase and installation	\$55,000	\$13,000			\$42,000	
Subtotal	\$965,000	\$503,000	\$420,000	\$0	\$42,000	\$0
Project Implementation Costs						
Reservation Access Points	\$36,000	\$36,000				
CarShare - Participant Subsidies	\$588,000	\$588,000				
RideHail - Participant Subsidies	\$200,000	\$200,000				
E-Bike - Participant Subsidies	\$40,000	\$40,000				
Outreach and Education	\$360,000	\$300,000				\$60,000
SMAQMD Staff Costs (1.20 staff/year @ \$180/hours)*						
Program Design	\$250,000	\$175,000		\$75,000		
Program Implementation	\$90,000	\$64,000	\$26,000			
Program Expansion Planning	\$50,000	\$35,000		\$15,000		
Reporting	\$50,000	\$33,000		\$17,000		
SMAQMD Intern	\$26,000	\$26,000				
Subtotal	\$1,690,000	\$1,497,000	\$26,000	\$107,000	\$0	\$60,000
TOTAL BUDGET	\$2,655,000	\$2,000,000	\$446,000	\$107,000	\$42,000	\$60,000

*SMAQMD Staff Costs include direct and indirect costs

Match is estimated to be \$655,000 approximately 33%, which is 8% above required to further grow the program.

EXHIBIT B, WORK STATEMENT
Attachment V – Detailed Budget for Phase 1, 2, 3, and 4 Expansion
GRANT NUMBER: G14-LCTI-07-6

~~EXHIBIT B, WORK STATEMENT~~
~~GRANT NUMBER: G14-LCTI-07-5~~

Attachment V(d) – Detailed Budget for Phase 4 Expansion

Grantee: Sacramento Metropolitan Air Quality Management District

Project: Our Community CarShare Sacramento Pilot Project

CarShare Phase 4 Proposed Budget

Expenses	Total Budget Amount	Budget Breakdown				
		Grant Request	SMAQMD		Partners	
			Cash	Inkind	Cash	Inkind
Project Implementation Costs						
CarShare - Existing Sites (Phase 1,2 & 3)	\$528,000	\$528,000				
RideHail - Participant Subsidies	\$200,000	\$200,000				
Reporting	\$207,000	\$160,000	\$47,000	10000		
Outreach and Education	\$533,000	\$388,000	\$75,000		\$35,000	\$35,000
SMAQMD Staff Costs (1.40 staff/year @ \$110/hours)*						
Program Design	\$180,000	\$120,000	\$60,000			
Program Implementation	\$129,000	\$64,000	\$65,000			
Program Expansion Planning	\$60,000	\$35,000	\$25,000			
Travel	\$5,000	\$5,000				
SMAQMD Intern	\$23,000	\$0	\$23,000			
TOTAL BUDGET	\$1,865,000	\$1,500,000	\$295,000	\$10,000	\$35,000	\$35,000

*SMAQMD Staff Costs include direct and indirect costs

EXHIBIT B, WORK STATEMENT
Attachment V – Detailed Budget for Phase 1, 2, 3, and 4 Expansion
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EXHIBIT C, FISCAL YEAR 2014-2015 GRANT SOLICITATION
GRANT NUMBER: G14-LCTI-07-6

~~EXHIBIT C~~
~~GRANT NUMBER: G14-LCTI-07-5~~

This exhibit includes by reference the CARB Fiscal Year 2014-15 Grant Solicitation for Targeted Car Sharing and Mobility Options in Disadvantaged Communities Pilot Project (Car Sharing Pilot Project), dated February 25, 2015

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Exhibit D, Fiscal Year 2014-2015
Grantee Application Package
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT D, GRANTEE APPLICATION PACKAGE
GRANT NUMBER: G14-LCTI-07-5

Grant Application Package This Exhibit incorporates by reference the
CARB Fiscal Year 2014-15 Targeted Car Sharing and Mobility Options in
Disadvantaged Communities Pilot Project (Car Sharing Pilot Project)
Application Package, dated April 8, 2015.

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EXHIBIT F, GRANT APPLICATIONS
Attachment I – Fiscal Year 2016-2017 Phase 2 Expansion Grant Application
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT F, GRANT APPLICATIONS
GRANT NUMBER: G14-LCTI-07-5

Attachment I - This Exhibit incorporates by reference Fiscal Year 2016-17 Our Community CarShare Sacramento Pilot Project – Phase 2 Expansion of the Targeted Car Sharing and Mobility Options in Disadvantaged Communities Pilot Project Grant Application

EXHIBIT F, GRANT APPLICATIONS
Attachment II – Fiscal Year 2017-2018 Phase 3 Expansion Grant Application
GRANT NUMBER: G14-LCTI-07-6

EXHIBIT F, GRANT APPLICATIONS
GRANT NUMBER: G14-LCTI-07-5

Attachment II - This Exhibit incorporates by reference Fiscal Year 2017-18 Our Community CarShare Sacramento Pilot Project – Phase 3 Expansion of the Targeted Car Sharing and Mobility Options in Disadvantaged Communities Pilot Project Grant Application.

EXHIBIT F, GRANT APPLICATIONS
Attachment III – Fiscal Year 2019-2020 Phase 4 Expansion Grant Application
GRANT NUMBER: G14-LCTI-07-6

~~**EXHIBIT F, GRANT APPLICATIONS**~~
~~**GRANT NUMBER: G14-LCTI-07-5**~~

Attachment III - This Exhibit incorporates by reference Fiscal Year 2019-20 Our Community CarShare Sacramento Pilot Project – Phase 4 Expansion of the Targeted Car Sharing and Mobility Options in Disadvantaged Communities Pilot Project Grant Application