



Sustainable Communities Program

CALL FOR APPLICATIONS



85%

85% Completed

Fields Completed 52 / 61



ACCESSIBILITY
ENABLED FORM

Sustainable Communities Program: Civic Engagement, Equity & Environmental Justice

Call for Applications

Instructions

Update as of 5/23/23: SCAG has provided an updated SOW and budget template to allow applicants more flexibility when developing project budgets. SCAG encourages applicants to transfer their information to the updated template. However, applications using a prior version of the template will not lose points or be affected during the evaluation process.

Please complete the Sustainable Communities Program (SCP): Civic Engagement, Equity & Environmental Justice (CEEEJ) Call for Applications using the online JotForm. The Primary Applicant should complete and submit the application. Applicants can track their progress on the application by referencing the completion bar at the top of the form. Applicants can save their application and return to their work at any time during the application period through the JotForm platform. PDFs of the application are available on the SCP website for reference purposes.

Eligible non-profits, community-based organizations and/or co-applicants that utilize a fiscal sponsor are required to complete and upload a Self-Certification Checklist, which helps SCAG identify areas where co-applicants need additional support to meet eligibility requirements.

Co-applicants are still eligible for the Call for Applications if the applicant is not able to meet all requirements. The Self-Certification form will help SCAG determine on a case-by-case basis how much support and guidance a co-applicant will need.

Upload Self-Certification Checklist

IRS Exempt letter copy.pdf

Self Cert Signed.pdf

Resources

Connect SoCal SCP CEEEJ Program Guidelines (*including Appendix 3, definitions for all terms*)

Connect SoCal SCP CEEEJ Applicant Toolkit

Connect SoCal SCP CEEEJ Scope of Work & Budget Template

Connect SoCal SCP CEEEJ Scoring Rubric

Connect SoCal 2020 Sustainable Communities Strategy Technical Report

Connect SoCal 2020 Environmental Justice Technical Report & Environmental Justice (EJ) Toolbox

PDF Version of Application

Regional Early Action Planning (REAP) 2.0 Indicators Mapping Tool

REAP 2.0 Final Guidelines

SCAG Contact Information

Hannah Brunelle

Telephone: (213) 236-1907

Email: brunelle@scag.ca.gov

General Project Information

Required, but not scored

Project Name *

Ventura County Farmworker Housing Study and Action Plan

Primary Applicant

Organization Name *

County of Ventura, Resource Management Agency, Planning Division

Jurisdiction *

County of Ventura

Description of Organization or Mission Statement: *

The County of Ventura's Resource Management Agency (RMA) is dedicated to maintaining a high quality of life by protecting the health and safety of our community and our environment. RMA accomplishes this, in partnership with the community, with a commitment to provide quality service and support to our customers. RMA's Planning Division, is further committed to developing, recommending and implementing land use goals, policies and programs that will: Preserve, conserve and promote the wise use of the County's resources; Minimize hazards to life and property; Promote separate, distinct and livable communities which offer choice and opportunities to all socio-economic groups; and provide adequate, cost-effective public facilities and services. To achieve this mission, all Planning Division staff carries out their duties in a professional, courteous and helpful manner, and with a commitment to the public's participation in the planning process.

Address *

800 S. Victoria Avenue
Ventura
California
93009

Primary Applicant Project Manager *

Ruchita Kadakia

Title *

Housing and State Mandates Manager

Department *

Planning

Email *

Ruchita.Kadakia@ventura.org

Phone Number *

(805) 654-2414

Primary Applicant Additional Contact Name *

Adam Paranial

Additional Contact Title *

Senior Planner

Additional Contact Department *

Planning

Additional Contact Email *

Adam.Paranial@ventura.org

Additional Contact Phone Number *

(805) 477-7164

[OPTIONAL] Co-Applicants

Maximum of Two (2)

Primary applicants are encouraged to apply alongside one (1) or up to two (2) co-applicants. A co-applicant is optional, although highly recommended.

Co-Applicant 1 Organization Name

House Farm Workers! (HFW!)

Jurisdiction

Ventura County

Address

P.O. BOX 402

Santa Paula

California

930610

Description of Organization or Mission Statement

House Farm Workers! (HFW!) does not build farm worker housing; we make it possible for others to do so by building a conducive political and regulatory environment. This means alerting the general public and our elected representatives about the need for affordable, safe and stable housing for Ventura County farm workers and their families, through education and advocacy.

Since 2004, House Farm Workers! and its partners have been doing just that. Thanks to these efforts, more than 800 homes for farmworkers have been completed or planned in Ventura County, giving new opportunities and new hope to hundreds of families.

Co-Applicant 1 Project Manager

Gabrielle Vignone

Title

Executive Director

Email

gabrielle.vignone@housefarmworkers.org

Phone Number

(805) 209-9819

Co-Applicant 2 Organization Name

Jurisdiction

Address

Description of Organization or Mission Statement

Co-Applicant 2 Project Manager

Title

Email

Phone Number

Estimated Project Start Date *

01/01/2024

Estimated Project End Date *

12/31/2025

Please note all projects must be completed by December 31, 2025. Projects are anticipated to be awarded summer 2023, with implementation no sooner than winter 2023/2024.

Subregion or Council of Governments *

Ventura Council of Governments (VCOG)

County *

Ventura

Tribal Government

No

Requested Amount *

\$499,990

Please note the SCP CEEEJ Program Guidelines include budget ranges identifying guidance for minimum and maximum budget requests.

[OPTIONAL] Additional Information on Project Costs

NOTE: Local match is optional and not scored as part of the application. A local match will not increase the competitiveness of the application.

Optional Local Match

\$90,000 - The County will provide in-kind services through County staff time and some direct costs to support the project.

Number of Applications Submitted

1

Priority of this Application

1

Eligibility

Indicate the SCP project category that applies to the proposed project. Please see the SCP CEEEJ Program Guidelines for more information and examples of the SCP project categories. All projects funded within each project category must meet the funding objectives relevant to each category, as stated in the SCP CEEEJ Program Guidelines, Program Funding Section.

Indicate the SCP project category that applies to the proposed project. *

Housing & Land Use Strategies

Is your project located in an infill area, as defined in Appendix 3 of the Connect SoCal SCP CEEEJ Program Guidelines?

All Housing & Land Use projects funded with REAP 2.0 funds must be located in an infill area and explain how the project satisfies the infill definition. Projects that do not satisfy the infill definition are ineligible for REAP 2.0 funds. Proposed projects not located in an infill area and projects that do not have a housing component are eligible through the Multimodal Communities Category, funded by Senate Bill 1.

Eligible projects must be entirely located in infill areas per the definition below. The project must be entirely within areas meeting Part A and Part B, and either Part C-1 or Part C-2. The State defines “infill,” for the purposes of the REAP 2.0 Program, as follows:

Part A: The area consists of unused or underutilized lands.

Part B: Within existing development patterns.

Part C: That is or will be accessible to destinations and daily services by transit, walking, or bicycling and located in **either**:

Part C-1: An urban center, urban corridor, or area with transit-supportive densities.

Part C-2: An established community that meets all the following criteria:

2.1: The area consists of previously consisted of qualified urban uses.

2.2: The area is predominantly surrounded (approximately 75 percent of the perimeter) by parcels that are developed or previously developed with qualified urban uses. In counting this, perimeters bordering navigable bodies of water and improved parks shall not be included.

2.3: No parcel within or adjoining the area is classified as agricultural or natural and working lands.

Check all boxes that apply to your project. *

Part A

Part B

Part C-1

Is the totality of your project located in an infill area, as defined above? *

Yes

Priority Growth Areas (PGAs) follow the principles of center-focused placemaking and are locations where many Connect SoCal strategies can be fully realized.

For the purposes of the SCP CEEJ application, PGAs can help to identify potential infill areas. Please identify all PGAs that apply to your project using the SCAG REAP 2.0 Indicator Mapping Tool. Please see instructions and link to REAP 2.0 Indicator Mapping Tool below. *

Job Centers

Transit Priority Areas

High Quality Transit Areas

Neighborhood Mobility Areas

If your project area meets the definition of infill, please provide a map of your project area that visually identifies how all activities meet the definition of infill and describe how your project meets the infill definition.

This map must accompany your submitted application. If you are submitting a Housing & Land Use project application and the project area does not meet the definition of infill, do not proceed. Your project is not eligible.

For assistance determining if your project is in an infill area, please contact SCAG staff: Hannah Brunelle, brunelle@scag.ca.gov. Please note, this question does not disqualify applicants. This question helps SCAG determine the appropriate funding source for the project.

Please describe how the project location meets the definition of infill. *

The unincorporated Ventura County and all ten cities within the County make up the primary focus area of the Countywide Farmworker Housing Study and Action Plan Project (Project, or Study). Regulatory changes identified in the Action Plan will likely result in new farmworker housing units in all jurisdictions zoned for housing development, and in areas identified in their housing elements.

The study area meets the definition of infill as the County contains six SCAG High Quality Transit Areas, six Transit Priority Areas, nine Job Centers, and many Neighborhood Mobility

Areas. Additionally, there are large areas within partner jurisdictions and within the unincorporated county that are designated as Priority Growth Areas.

While the study area of this project covers the entire county, previous studies have identified that most farmworkers (approx. 90%) live within existing cities; and utilize existing transportation infrastructure for connection to their worksite and services. This preference of infill housing locations, with proximity to daily services as well as the unique needs of the community of farmworkers, is likely to result in action items which will encourage additional affordable housing development in both cities and unincorporated county locations that fit the needs of the currently underserved farmworker community.

Infill Indicators Map

Open the REAP 2.0 Indicator Mapping Tool.

Start by zooming into your project location. The entire project location should be visible and clear on the map. You can use the Search location in the left-hand corner to assist in zooming into your project location. Depending on the geography of your project location, please include the project boundaries, whether area-wide, corridor-wide, jurisdiction-wide, or region-wide.

On the right side under Layer List, please select the following infill-related layers:

SCAG High Quality Transit Areas (2016)

Transit Priority Areas (Plan Area 2045)

Job Centers

Neighborhood Mobility Areas

Livable Corridor

Adjust the transparency to at least 50%, or less as needed to ensure all layers are visible on each map, by clicking on the three dots to the right of each layer.

Please take a screenshot of the project area overlay with the infill-related layers.

Please upload a PDF of the map to the upload button on the application. To view an example, please reference Appendix 1: REAP 2.0 Mapping Indicator Tool of the Applicant Toolkit.

NOTE: If your proposed project does not fall in one of these areas but you believe your project area aligns with the definition of infill (see the SCP CEEJ Program Guidelines, Appendix 3), please reach out to Hannah Brunelle, brunelle@scag.ca.gov, for additional guidance.

Upload the Infill Indicators Map *

1 | Project Design & Outcomes

20 Points Total

Describe the proposed project and the identified need(s) in the community for the project. In the description, describe the project area and how its impact extends beyond the immediate project area. For a planning or programmatic project, please describe the geographic scope, and how it achieves a significant geographic or region-wide benefit. *

The County's Housing Element summarizes that farmworkers in Ventura County live in overcrowded conditions or in dilapidated housing units which may have inadequate sanitation. The Study will be instrumental in assisting all jurisdictions in the County to identify and address farmworker housing needs and support agricultural businesses by providing a stable and healthy workforce.

This multi-year project addresses a County Housing Element Program that began in 2021. It is led by County of Ventura and House Farm Workers! (Applicants); guided by a 40-member Advisory Council representing several community-based organizations, agricultural businesses, and public agencies; and is funded by the County and its ten cities.

In previous phases, the Applicants contracted with a consultant to conduct a countywide survey of farmworkers, stakeholders, and employers. The Project will develop a Study & Action Plan for County and City governments, affordable housing providers, farmworker advocates, and other public and private sectors including healthcare, transportation, finance and education.

The Study will use survey data to focus on summarizing farmworker needs; identify key policy, financial and regulatory barriers and possible solutions to development of housing, including identifying optimal housing typologies; and gaps in social services. A countywide community engagement will be conducted to discuss the draft Action Plan with all stakeholders, and thereafter initiate implementation.

SCP CEEEJ has two project categories:

Housing and Land Use

Multimodal Communities

The project categories are funded through separate funding sources which have their own objectives. Projects must meet all objectives for their category.

Describe how the proposed project directly addresses all the funding objectives, for the appropriate project category, listed below. Please also describe which Connect SoCal strategies you are currently implementing or plan to implement within your

community through the proposed project. Please note Appendix 3 in the SCP CEEJ Program Guidelines includes a glossary of definitions as guidance for the application.

For Housing & Land Use projects:

Projects must be located in an infill area and describe how the project satisfies the infill definition, as defined in the Program Guidelines, Appendix 3: SCAG REAP 2.0 Program Glossary of Terms

Meet all REAP 2.0 funding goals and objectives, including accelerating infill development, reducing Vehicle Miles Traveled (VMT), and Affirmatively Furthering Fair Housing by means of taking meaningful actions, in addition to combating discrimination, which overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics, when considering housing

Meet the definition of a “Transformative Planning and Implementation Activity,” as defined in the Program Guidelines, Appendix 3: SCAG REAP 2.0 Program Glossary of Terms

Support the implementation of Connect SoCal.

For Multimodal Communities projects:

Projects must have a direct transportation nexus that directly benefits the multi-modal transportation system

Support the implementation of Connect SoCal

Reduce greenhouse gas (GHG) emissions

Reduce VMT

Please consider how the following Connect SoCal implementation strategies are addressed in the response. Sustainable Communities strategies are discussed in detail in the Connect SoCal Sustainable Communities Technical Report.

Encourage regional economic prosperity and global competitiveness

Improve mobility, accessibility, reliability, and travel safety for people and goods

Enhance the preservation, security and resilience of the regional transportation system

Increase person and goods movement and travel choices within the transportation system

Reduce greenhouse gas emissions and improve air quality

Support healthy and equitable communities

Adapt to a changing climate and support an integrated regional development pattern and transportation network

Leverage new transportation technologies and data-driven solutions that result in more efficient travel

Encourage development of diverse housing types in areas that are supported by multiple transportation options

Promote conservation of natural and agricultural lands and restoration of habitats

Describe how the proposed project directly addresses all funding objectives, by for the appropriate project category, listed above. Please also describe which Connect SoCal strategies you are currently implementing or plan to implement within your community through the proposed project. *

The project area meets the definition of infill as previously stated in the program eligibility section of the grant application.

In addition, the Project will meet all REAP 2.0 funding goals and objectives. The Study will accelerate development of infill sites already identified in the Housing Elements for all jurisdictions, while reducing VMT for farmworkers by siting housing close to services, and will affirmatively further fair housing by identifying clear implementation for each jurisdiction in the Action Plan which will address the urgent need for farmworker housing in the County of Ventura and its jurisdictions. Gov. Code sec. 65583(a) identifies farmworkers as having special housing needs that warrant additional consideration, making them an essential group for consideration when combating discrimination and fostering inclusive communities.

Finally, the Project will meet the definition of “Transformative” by identifying regionally adaptable actions promoting infill development for farmworkers, which in turn will protect environmental and agricultural resources. It will facilitate the County and member jurisdictions in meeting their RHNA and other housing element requirements by increasing production of affordable housing; and will assist the greater SCAG region by focusing affordable housing production in areas that will achieve the goals of Connect SoCal.

Describe the target outcomes of the project in measurable terms that directly address the identified need/problem(s) as identified in question 1.1 and how the outcomes relate to the funding objectives, as identified in question 1.2. Applicant must describe how the project meets all the following target outcomes, by project type:

Housing & Land Use Strategies Target Outcomes

In alignment with the REAP 2.0 funding objectives, applicants must demonstrate how the proposed project meets all the following target outcomes:

Accelerating Infill Development that Facilitates Housing Supply, Choice, and Affordability: Increased number of city codes and/or policies revised and/or

adopted to increase infill development or investment.

Affirmatively Furthering Fair Housing

High-resource areas: Increased number of permit streamlining and/or incentive programs to increase housing affordability.

Disadvantaged community areas: Increased number of anti-displacement strategies adopted and/or completed.

Reducing VMT: Increased number of multimodal plans completed and/or investments in multimodal transportation.

Multimodal Communities Target Outcomes

In alignment with the Senate Bill 1 funding objectives, applicants must demonstrate how the proposed project meets the following target outcomes:

Reducing GHG and VMT: Increased number of multimodal plans completed and/or investments in multimodal transportation.

Supporting Implementation of Connect SoCal: Directly implements one or more Connect SoCal strategies.

Describe the target outcomes of the project, by project type. NOTE: SCAG will work with applicants to modify target outcomes as needed. *

The Study will meet all target outcomes for Housing & Land Use strategies by promoting housing for farmworkers and addressing their specific needs determined through the surveys conducted in the previous phases of the Project. The Study intends to identify regulatory constraints to farmworker housing in each jurisdiction and identify solutions and specific revisions as part of the Action Plan for potential amendments to city/county codes which will increase infill development or investment.

Based on the constraints identified, the Action Plan may include requirements for jurisdictions to streamline permits or add incentive programs which will reduce dilapidated housing conditions, increase housing affordability, and address overcrowding and potentially inadequate sanitation. In addition to over 90% of farmworkers living within existing infill communities, it is known that several farmworkers and their families live in disadvantaged communities. It is intended that the Study and Action Plan strategies will focus on reducing displacement of existing populations from the communities that they live in; increase possible sites for new housing development; and will reduce VMT by retaining farmworker communities in areas with existing social services and transportation connections.

These target outcomes together will result in addressing policies that meet REAP 2.0 funding objectives and produce target outcomes that directly address the identified housing needs of farmworkers.

Has the Primary Applicant's organization developed workplans, entered contracts, conducted project-focused surveys or analysis, or taken board action to support this proposed planning project? *

Yes

Provide a Scope of Work (SOW) that identifies the tasks and deliverables to be completed to accomplish the stated outcomes in question 1.3 and align with the above funding objectives, by project category. Example SOW template included here. The project, including timeline, tasks, deliverables and budget, will be analyzed for feasibility to meet funding guidelines. The SOW must describe the existing conditions of the project area and how the project is designed to meet the target outcomes, as described in question 1.3. SCAG may work with awardees to determine an appropriate baseline of existing conditions for the project.

Reviewers will examine both the SOW and summary when scoring this section of the application.

Provide a summary of the deliverables contained in your SOW. Describe how the proposed project can be feasibly and successfully implemented. Please identify any potential hurdles or barriers to project success and specify how they will be addressed throughout implementation. *

This Project addresses an HCD-certified County Housing Element program initiated in 2021 which is also included in housing elements for several cities; led jointly by the County and HFWI; and funded by several state and local grants, County and all ten cities.

In prior phases, the team contracted with a consultant to survey the County's farmworkers, stakeholders and employers to provide a summary of current housing needs and barriers to housing development. The Proposed Project will include the following deliverables:

- a) Develop a Countywide Farmworker Housing Study which summarizes survey data and information from countywide housing elements on current agricultural trends, labor patterns, farmworker housing needs and constraints to housing development; refine countywide sites inventory to identify suitable infill sites for farmworker housing; identify different housing types/alternatives; review land use and development regulations/policies for each jurisdiction as constraints or advantages to farmworker housing; and identify potential financing strategies/funding gaps;
- b) Develop an Action Plan with potential solutions and responsibilities in the short/medium/long term for County/City governments, affordable housing providers, farmworker advocates, and other public and private sectors including healthcare, transportation, finance, and education; and may also include identification of potential policy updates or regulatory reforms countywide; and
- c) Conduct a robust community engagement, including coordination with all cities; farmworker/youth community engagement; and a countywide event to discuss the draft Action Plan with all jurisdictions, stakeholders, farmworkers, and interested parties. The project will be guided by a 40-member Advisory Council with representatives from key community organizations, agricultural businesses, farmworkers, and public agencies to ensure a cohesive and inclusive engagement.

The final Study and Action Plan will be presented to all Ventura County decision makers, and implementation of the policies/programs in the Action Plan will encourage the cities/County to take action to facilitate development of farmworker housing countywide.

The wide diversity of languages used by farmworkers represents a potential hurdle to conducting effective community outreach for the Project. The Applicants intend to overcome this barrier by translating key documents, providing bilingual presentations and interpretation for meetings.

Upload SOW *

VenturaCounty_Farmworker-Housing-Study-Action-Plan_SOW.xlsx

2 | Project Need & Priority Population Benefits

10 Points Total

Identify which targeted areas the project will serve using the REAP 2.0 Indicators Mapping Tool following the instructions below. Please reference Appendix 3 of the SCP Program Guidelines to view definitions for these areas. *

Senate Bill 535 Disadvantaged Communities (All subcategories are eligible)

SCAG Communities of Concern

TCAC/HCD Opportunity Areas (Low resource, moderate resource and high segregation and poverty are eligible. For Housing and Land Use Strategies projects, affordable housing production in high resource and highest resource communities are also eligible)

Assembly Bill 1550 (AB 1550) Communities (All subcategories are eligible, except for the subcategory No Priority Population)

Provide four maps as an attachment to the application. Please upload the maps of your project area and each Priority Population layer using the following link: REAP 2.0 Indicators Mapping Tool.

Upload Priority Populations Maps (4 maps total) *

CountyofVenturaRMA_FarmworkerHousingStudy_AB1550_Communities.pdf

CountyofVenturaRMA_FarmworkerHousingStudy_Communities_of_Concern.pdf

CountyofVenturaRMA_FarmworkerHousingStudy_Disadvantaged_Communities.pdf

CountyofVenturaRMA_FarmworkerHousingStudy_TCAC_HCD.pdf

Priority Populations Maps

Open the REAP 2.0 Indicator Mapping Tool.

Start by zooming into your project location. The entire project location should be visible and clear on the map. You can use the Search location in the left-hand corner to assist in zooming into your project location. Depending on the

geography of your project location, please include the project boundaries, whether area-wide, corridor-wide, jurisdiction-wide, or region-wide.

On the right side under Layer List, please individually select the following Priority Population layers:

TCAC/HCD Opportunity Areas

Communities of Concern

Disadvantaged Communities

AB 1550 Communities

Adjust the transparency to at least 50%, or less as needed to ensure all layers are visible on each map, by clicking on the three dots to the right of each layer.

Please take a screenshot of the project area overlay with each Priority Population layer (in total, four maps).

Please upload a PDF of the map showing the project overlay with each Priority Population layer to the upload button on the application. To view an example, please reference Appendix 1: REAP 2.0 Mapping Indicator Tool Examples of the Applicant Toolkit.

Describe the proposed project and how it benefits Priority Populations, as defined in Appendix 3 of the SCP Program Guidelines, and how it addresses and intends to repair historic and/or current inequities (transportation, public health, demographic inequities as they relate to housing security, including affordability and anti-displacement). *

The estimates of total numbers of farmworkers vary widely based on the data (between 36,000 to 42,000 farmworkers). Housing currently designated for farmworker use includes units provided on farms to employees, some labor camps overseen by California Department of Housing & Community Development (HCD) and approximately 2,000 units built and managed by affordable housing developers.

In 2002, both the County and House Farm Workers! produced studies of farmworker housing which identified trends of overcrowding, dilapidated buildings, vermin infestation, and high costs of housing as inequities that directly impact farmworkers, a priority population. Now, 20 years later, the nature of the farm labor force has changed and the need for housing has only increased.

The pandemic highlighted the hard work and difficult conditions faced by these essential workers while providing County residents and beyond with a safe and secure food supply. As essential workers, farmworkers use different means of transportation to get to and from work and other important destinations throughout the County. However, little data exists to help transportation officials understand how farmworkers move throughout the county, and how transportation choices affect housing options and experiences. This information is critical in efforts to provide adequate multimodal transportation infrastructure and services needed to reduce emissions and VMT while serving farmworkers and their family needs.

Additionally, there are five racially or ethnically concentrated areas of poverty (R/ECAPs), mapped in the County of Ventura's 2021-2029 Housing Element: in the Cities of San Buenaventura, Santa Paula, Oxnard and Port Hueneme, and in the unincorporated communities in El Rio/Del Norte, and North Ventura Avenue. All of these are potential areas which may be used for future farmworker housing development.

The Applicants have committed to the preparation of the Study and Action Plan that will be utilized by County and City governments, housing providers and organizations, farmworker advocacy organizations, and other key stakeholders to meet verified farmworker and their family needs, including the development of innovative models for producing the type and amount of housing necessary to serve this important population, as well as identifying gaps in transportation and social services.

3 | Inclusive, Diverse & Equitable Engagement

10 Points Total

Describe the project's approach to determining equitable community engagement strategies, what the proposed strategies include, and how community organizations and/or community leaders will be engaged early in the project to inform the proposed engagement strategies. *

Engagement from many community sectors is crucial and has been a priority for the Project, such as: farmworkers and their families, Cities/County leadership and planning staff, housing developers, youth, agricultural businesses, health and education sectors, farmworker advocates, social justice organizations and the public.

In prior phases, the Applicants convened an Advisory Council which represents key stakeholders, including farmworkers, and provides guidance on the project. Simultaneous interpretation is provided at all meetings including indigenous languages, materials are translated into Spanish, and the meetings are made accessible. The members' feedback was invaluable while developing the survey and its methodology. This Council will continue to provide their expertise in the Proposed Project. Additionally, the County will coordinate with all jurisdictions and key agencies to identify specific constraints and data sources for farmworker housing and develop solutions.

Some stakeholder groups are easy to engage as they share a common language and are familiar with norms of standard engagement strategies. In HFW!'s experience, the priority populations of farmworkers and young people are most difficult to reach and engage. For the Proposed Project, the Applicants will conduct two separate engagements. First, HFW! will take the lead with planning and logistics for conducting a focused engagement with priority populations to get their input on components of the Study. Additionally, the County and HFW! will jointly plan and conduct a countywide event, or series of events, to discuss the draft Action Plan outlining implementation goals for public, private and nonprofit organizations within the County and include special attention to ensure adequate representation from all stakeholders. For all, promotional materials will be developed in a variety of media and languages, and simultaneous translation will be provided to accommodate priority populations.

NOTE: An **exceptional** description of the approach to community engagement includes detailed commitments for **co-powered** community decision-making and co-leadership with the process. Strategies must be **accessible, inclusive and relevant** to the community. Strategies must move beyond simply informing or consulting the community, and toward meaningful opportunities for active community participation and co-leadership. Exceptional strategies include, but are not limited to, the following examples:

Multi-lingual outreach in the most prevalent languages spoken in the community with translation and interpretation services provided for all project meetings and events as needed

Meetings and pop-up events held in existing community gathering locations, accessible by public transportation, and in places people are familiar and comfortable with, to foster a trusting relationship with the project team

Demonstrates an understanding of community norms, priorities, levels of comfort with technical language, and expectations for project completion

Opportunities for people of all ages to participate and contribute, such as youth-oriented strategies and strategies to target older adults

Includes paid partnerships with local CBOs and nonprofits working in the project area

Includes a plan for a feedback loop with the community to demonstrate continual engagement and equitable decision-making

Provide letters of support for the project from three (3) other agencies or partners (not including co-applicants) that address the following:

How the proposed project meaningfully addresses all the program objectives, by project type.

How the project reflects a meaningful approach to community engagement.

How the primary applicant and/or co-applicants have the relevant expertise, experience, and skill sets to implement the project.

How the project directly addresses historical disinvestment.

How the entity writing the letter will support the project.

Letters of support can come from, and are not limited to, the following:

Advocacy Group (Social Equity, Health, Environment, etc.)

Chamber of Commerce/Business Group

City Agency

Community-Based Organization

County Transportation Commission

Council of Governments

Faith-Based Organization

School District

Transit Agency

Youth/Senior Group

Upload Letters of Support *

COUNTY~1.PDF

Grant Letter of Support to County May 2023.pdf

HTFVC Support Ltr HFW.pdf

Describe which Priority Populations will be engaged throughout the proposed project and how. Describe how the community-centered strategies are responsive to the project area. *

Based on mean annual wages of \$27,000 associated with farm labor-related work in Ventura County, farmworker households can be classified as very low- or extremely low-income. This makes farmworkers and their families particularly vulnerable to living in overcrowded, substandard dwelling conditions with inadequate bathroom, kitchen, and heating facilities. Farmworkers may not have opportunities for higher education, are more likely to be of Hispanic or Mexican origin and are less likely to be US citizens than workers in other occupations in agriculture.

As stated in response 3.1, there will be multiple, inclusive engagements with farmworkers in several languages for the Proposed Project. In addition to being members on the Advisory Council, a focused engagement will be conducted with priority populations of farmworkers and youth. Feedback from ongoing direct engagements conducted with farmworkers by HFW! (through the ongoing Su Voz Campesina project) will inform the Project.

Additionally, HFW! will facilitate youth engagement through monthly meetings with teens in One Step a la Vez, a youth group in Fillmore which serves many children of farmworkers and will bring awareness of the Project to the youths and their families. HFW! will also facilitate meetings with older youth at CSUCI. Feedback from all above-mentioned engagements will be conveyed to the Project Team to inform the Study and Action Plan.

NOTE: An **exceptional** description identifies the Priority Populations that will be engaged as part of the project and how the proposed strategies described in question

3.1 are relevant to the project area. An exceptional response includes, but is not limited to, the following:

Clearly defines the Priority Populations the project will engage and connects the engagement strategies to the specific needs of the community

Demonstrates how the engagement strategies are targeted and culturally inclusive with the specific Priority Populations the project seeks to engage

Demonstrates an understanding of the local history and cultural norms of the community and describes how the strategies identified in question 3.1 respond to and address local histories and cultural norms

4 | Local Partnerships

10 Points Total

Describe the roles and responsibilities of the primary applicant, co-applicant(s), and local partners. Describe how the collaboration will meaningfully serve the community. How is the partnership mutually beneficial to applicants, partners and the community in the long-term (beyond this project)? For organizations with an active participation and leadership role on the project, please describe the compensation for community organizations. Please note this is intended for organizations in addition to any co-applicant partnership. *

The project is led by the County of Ventura (County) and House Farm Workers! (HFW!) and guided by a 40-member Advisory Council (facilitated jointly by the County and HFW!) representing numerous community organizations, agricultural businesses, and public agencies. In this partnership, the County and HFW! together have existing connections and have established communication with all these groups. These will be employed to broaden and deepen community engagement for the Proposed Project.

The County as the Primary Applicant, will provide institutional knowledge of farmworker housing policy, conduct coordination with local participating cities at the staff level to ensure that the programs resulting in the Action Plan are achievable, conduct consultant management and oversight, monitor and review deliverables for a timely completion of the project, and present the final Study and Action Plan to the County's decisionmakers and seek implementation. In addition, the Study will be shared on County social media platforms, newsletters and educational events. The County will provide in-kind services through County staff time and some direct costs to support the project.

HFW! as the Co-Applicant, will provide oversight, expertise and connections for continued outreach activities as the project progresses. Additionally, HFW! will share the final Study & Action Plan on social media platforms, newsletters, city and youth groups, and at educational events conducted by HFW!.

The partnership on this project between HFW! and the County will continue to be mutually

beneficial as the Study directly advances HFW!'s mission to promote affordable, safe and stable housing for Ventura County farmworkers and their families through education and advocacy; and supports the County of Ventura's mission to provide superior public service and support so that all residents have the opportunity to improve their quality of life while enjoying the benefits of a safe, healthy, and vibrant community.

Describe the working relationship of the entities, including the governance and decision-making structure among the primary applicant, co-applicant(s) and community partners, and how the project scope supports and reinforces this structure. Describe how the project scope reinforces the partnership structure and is designed to build trust between partners. *

The County and HFW! have been long-standing partners for several projects over many years. They have worked together on a variety farmworker and agricultural issues such as the formation of the County's Farmworker Resource Program, coordination for the 2040 General Plan update and the 6th cycle Housing Element update, and amendments to agricultural worker housing regulations which recently received a 2023 SCAG award for Outstanding Achievement in Sustainability. This engagement and relationship were particularly instrumental in the County adding the Study as a program in their 2021-2029 Housing Element.

The County and HFW! furthered this relationship by jointly leading this important study as a partnership since 2021 by receiving state funding through REAP and LEAP grants for prior phases of the Project. HFW! worked with other incorporated cities in the County to include the program in their Housing Elements, while the County engaged with the cities to gather support from them for the project. During 2022, the County has briefed city planning directors and city managers about the study at regular regional meetings of local jurisdictions. Importantly, all ten cities have been funding partners for the survey component of the project in 2022-23.

Together, HFW! and County Planning staff created a Coordination Committee which meets regularly to collaboratively work with technical consultants and convened the Advisory Council of 40+ diverse stakeholders. This Council guides the key project deliverables and consists of County Planning and HFW! staff, all ten incorporated Cities, and representatives from County agencies for transportation, health, and agriculture; nonprofit organizations; financial institutions; healthcare groups; small and large agricultural employers and business associations; housing advocacy groups; affordable housing developers; educational institutions; and farmworkers. The Coordination Committee will continue working together for the Project.

**Ventura County Farmworker
Housing Study and Action Plan
Scope of Work**

Task #	Task	Task Description	Deliverables
Task 1 Meetings			
1.1	Kick-off Meeting	Kick off meetings (anticipated 2 meetings, 2 hours each)	Meetings to outline project specifics, key dates in the timeline, and organize Tasks 2 and 3
1.2	Project Coordination Meetings	Regular project meetings between Project Coordination Committee and Consultant, as necessary (max. 48 meetings - every 2 weeks, 1 hour each, from Jan 2024 through Dec 2025)	Ongoing meetings to discuss key items regarding project tasks; and provide guidance to consultant, as necessary
1.3	Advisory Council Meetings	Seek guidance from Advisory Council on Study and Action Plan draft items, as necessary (anticipated 6 meetings, 1.5 hours each from Jan 2024 through Dec 2025)	Get guidance to refine and finalize admin. draft documents generated by Consultant through Tasks 2 and 3
1.4	Coordination with Jurisdictions and Community Partners	Meetings with key jurisdictions and agencies to identify specific constraints and data sources for farmworker housing (conducted by Coordination Committee and Consultant staff)	Meetings with jurisdictions for guidance which would inform Task 2 components
Task 2 Draft Farmworker Housing Study			
2.1	Existing Needs Summary	Analyze survey results and housing element technical information from all jurisdictions to summarize Countywide agricultural trends, labor patterns, housing needs and constraints to development of housing	Draft document chapter outlining existing needs and key components
2.2	Housing Typologies	Develop list of potential housing types/alternatives for Ventura County	Draft document chapter outlining housing types/alternatives and best practices
2.3	Suitable Sites Analysis	Refine countywide sites inventory to identify suitable infill sites for farmworker housing	Draft document chapter outlining suitable infill sites countywide
2.4	Policy & Regulatory Constraints	Review regulatory requirements for each jurisdiction, and identify potential developmental constraints to farmworker housing	Draft document chapter outlining constraints for each jurisdiction
2.5	Financing & Funding Strategies	Identify potential funding gaps and financing strategies available for housing development	Draft document chapter summarizing financing options available to developers

Task #	Task	Task Description	Deliverables
Task 3: Draft Action Plan			
3.1	Identify Solutions	Identify potential solutions for each jurisdiction, based on constraints outlined in Task 2 sections, and identify best practices wherever possible	Draft solutions for Tasks 2.1-2.4 above for Advisory Council input, and identify best practices
3.2	Draft Action Plan	Create a draft action plan for the short/medium/long term and identify implementation roles for public, private, and non-profit entities	Create a draft action plan organized by themes, identifying responsible agencies
Task 4: Community Engagement and Outreach			
4.1	Priority Population Engagement	Community meetings to gather input from farmworker and other priority populations on Task 2 components (anticipated 5-6 meetings); intended to inform Task 3 solutions and action plan	Input on Task 2 summary documents and issues
4.2	Countywide Engagement	Coordinate a Countywide event (or series of events) to review draft Action Plan in Task 3 with all jurisdictions, stakeholders, farmworkers and interested parties	Gather Input on Task 3 Action Plan, and create summary report
4.3	Education & Engagement after Completion of Study	After finalizing the Study and Action Plan, present to all Ventura County jurisdictions/decision makers/key stakeholders, and initiate implementation of policies and programs in the Action Plan to further farmworker housing development	Consultant to prepare jurisdiction specific presentations
Task 5: Final Study and Action Planer			
5.1	Finalize Study and Action Plan	Finalize Study and Action Plan document	Final Study and Action Plan document
5.2	Development of Summary Documents	Development of report summary after Countywide Engagement task 4.2, summary presentations for each jurisdiction, and infographics	Consultant task - Prepare Summary report, Presentations, Infographics with Study/Action Plan Results
Task 6: Management			
6.1	Project Management	Overall management of project over both phases, oversight of all consultants and timeline, review invoices	
6.2	Grant Management	Management of grant, prepare grant invoices, grant coordination with SCAG	Final Grant invoices, and summary

Project Timeline

[illegible]

PROJECT BUDGET

COST CATEGORIES - PRIMARY APPLICANT	MAXIMUM HOURLY RATE	TASK 1		TASK 2		TASK 3		TASK 4		TASK 5		TASK 6		GRAND TOTAL	
		Meetings		Draft Farmworker Housing Study		Draft Action Plan		Community Engagement and Outreach		Final Study and Action Planer		Management			
		HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
PRIMARY APPLICANT															
DIRECT LABOR CLASSIFICATION															
Principal-in-Charge	\$ 130.00	0.00	\$0.00	18.00	\$2,340.00	15.00	\$1,950.00	16.00	\$2,080.00	10.00	\$1,300.00	5.00	\$650.00	64.00	\$8,320.00
Director	\$ 115.00	26.00	\$2,990.00	37.00	\$4,255.00	35.00	\$4,025.00	26.00	\$2,990.00	10.00	\$1,150.00	5.00	\$575.00	139.00	\$15,985.00
Sr. Associate/Project Manager	\$ 85.00	110.00	\$9,350.00	136.00	\$11,560.00	180.00	\$15,300.00	115.00	\$9,775.00	50.00	\$4,250.00	110.00	\$9,350.00	701.00	\$59,585.00
Assistant Planner	\$ 70.00	48.00	\$3,360.00	116.00	\$8,120.00	100.00	\$7,000.00	130.00	\$9,100.00	60.00	\$4,200.00	30.00	\$2,100.00	484.00	\$33,880.00
Analyst / GIS Technician	\$ 55.00	0.00	\$0.00	74.00	\$4,070.00	50.00	\$2,750.00	0.00	\$0.00	15.00	\$825.00	0.00	\$0.00	139.00	\$7,645.00
Graphic Artist	\$ 60.00	0.00	\$0.00	45.00	\$2,700.00	20.00	\$1,200.00	70.00	\$4,200.00	40.00	\$2,400.00	0.00	\$0.00	175.00	\$10,500.00
Production Assistant	\$ 45.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	15.00	\$675.00	5.00	\$225.00	0.00	\$0.00	20.00	\$900.00
SUBTOTAL - DIRECT LABOR		184.00	\$15,700.00	426.00	\$33,045.00	400.00	\$32,225.00	372.00	\$28,820.00	190.00	\$14,350.00	150.00	\$12,675.00	1722.00	\$136,815.00
Overhead	137.00%		\$26,495.80		\$45,271.65		\$44,148.25		\$39,483.40		\$19,659.50		\$17,364.75		\$192,423.35
Fringe	0.00%		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
SUBTOTAL - OVERHEAD & FRINGE			\$26,495.80		\$45,271.65		\$44,148.25		\$39,483.40		\$19,659.50		\$17,364.75		\$192,423.35
FIXED FEE	9.00%		\$4,125.22		\$7,048.50		\$6,873.59		\$6,147.31		\$3,060.86		\$2,703.58		\$29,959.05
OTHER DIRECT COSTS															
Travel			\$1,500.00		\$0.00		\$0.00		\$2,500.00		\$0.00		\$0.00		\$4,000.00
Printing			\$0.00		\$0.00		\$0.00		\$2,500.00		\$1,000.00		\$0.00		\$3,500.00
Supplies & Materials			\$0.00		\$3,000.00		\$1,000.00		\$2,000.00		\$5,000.00		\$0.00		\$11,000.00
Event Logistics			\$0.00		\$0.00		\$0.00		\$1,500.00		\$0.00		\$0.00		\$1,500.00
SUBTOTAL - ODCS			\$1,500.00		\$3,000.00		\$1,000.00		\$8,500.00		\$6,000.00		\$0.00		\$20,000.00
SUBTOTAL - PRIMARY APPLICANT			\$51,461.02		\$88,365.15		\$84,246.84		\$82,950.71		\$43,070.36		\$32,743.33		\$382,837.40
CO-APPLICANT 1															
COST CATEGORIES - CO-APPLICANT 1	MAXIMUM HOURLY RATE	TASK 1		TASK 2		TASK 3		TASK 4		TASK 5		TASK 6		GRAND TOTAL	
		HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT
Executive Director	\$ 85.00	155.00	\$13,175.00	32.00	\$2,720.00	20.00	\$1,700.00	176.00	\$14,960.00	16.00	\$1,360.00	71.00	\$6,035.00	470.00	\$39,950.00
Housing Consultant	\$ 100.00	175.00	\$17,500.00	64.00	\$6,400.00	40.00	\$4,000.00	101.00	\$10,100.00	32.00	\$3,200.00	0.00	\$0.00	412.00	\$41,200.00
Admin. Assistant	\$ 30.00	16.00	\$480.00	0.00	\$0.00	0.00	\$0.00	135.00	\$4,050.00	0.00	\$0.00	21.00	\$630.00	172.00	\$5,160.00
Program Coordinator	\$ 25.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	135.00	\$3,375.00	0.00	\$0.00	0.00	\$0.00	135.00	\$3,375.00
SUBTOTAL - DIRECT LABOR		346.00	\$31,155.00	96.00	\$9,120.00	60.00	\$5,700.00	547.00	\$32,485.00	48.00	\$4,560.00	92.00	\$6,665.00	1189.00	\$89,685.00
Federally negotiated indirect cost rate	10%	0.00	\$3,115.50	0.00	\$912.00	0.00	\$570.00	0.00	\$3,248.50	0.00	\$456.00	0.00	\$666.50		
SUBTOTAL - INDIRECT		0.00	\$6,000.00	0.00	\$0.00	0.00	\$0.00	0.00	\$12,500.00	0.00	\$0.00	0.00	\$0.00		
OTHER DIRECT COSTS															
Travel			\$1,000.00		\$0.00		\$0.00		\$1,500.00		\$0.00		\$0.00		\$2,500.00
Printing			\$0.00		\$0.00		\$0.00		\$3,000.00		\$0.00		\$0.00		\$3,000.00
Supplies & Materials			\$5,000.00		\$0.00		\$0.00		\$3,000.00		\$0.00		\$0.00		\$8,000.00
Event Logistics			\$0.00		\$0.00		\$0.00		\$5,000.00		\$0.00		\$0.00		\$5,000.00
SUBTOTAL - ODCS			\$6,000.00		\$0.00		\$0.00		\$12,500.00		\$0.00		\$0.00		\$18,500.00
SUBTOTAL - CO-APPLICANT 1			\$40,270.50		10032.00		6270.00		48233.50		5016.00		7331.50		117153.50
GRAND TOTAL			\$91,731.52		\$98,397.15		\$90,516.84		\$131,184.21		\$48,086.36		\$40,074.83		\$499,990.90