



BOARD OF DIRECTORS
COMMUNITY EQUITY, HEALTH, AND JUSTICE COMMITTEE
April 9, 2025

COMMITTEE MEMBERS

NOELIA CORZO- CHAIR
DIONNE ADAMS
MONICA BROWN
JOELLE GALLAGHER
MARK SALINAS
STEVE YOUNG

JOHN GIOIA – VICE-CHAIR
BRIAN BARNACLE
BRIAN COLBERT
RAY MUELLER
SHAMANN WALTON

MEETING LOCATION(S) FOR IN-PERSON ATTENDANCE BY
COMMITTEE MEMBERS AND MEMBERS OF THE PUBLIC

Bay Area Metro Center
1st Floor Yerba Buena Room
375 Beale Street
San Francisco, CA 94105

Office of Contra Costa County
Supervisor John Gioia
Conference Room
11780 San Pablo Ave., Suite D
El Cerrito, CA 94530

Napa County Administration Building
1195 Third Street, Suite 310
Crystal Conference Room
Napa, CA 94559

Pittsburg City Hall
City Manager's Office
Mayor/Council Conference Room, 301A
65 Civic Ave., 3rd Floor
Pittsburg, California 94565

San Mateo County
Board of Supervisors Offices
500 County Center, 5th Floor
Redwood City, CA 94063

THE FOLLOWING STREAMING OPTIONS WILL ALSO BE PROVIDED

These streaming options are provided for convenience only. In the event that streaming connections malfunction for any reason, the Community Equity, Health and Justice Committee reserves the right to conduct the meeting without remote webcast and/or Zoom access.

The public may observe this meeting through the webcast by clicking the link available on the air district's agenda webpage at www.baaqmd.gov/bodagendas.

Members of the public may participate remotely via Zoom at <https://bayareametro.zoom.us/j/86418690387>, or may join Zoom by phone by dialing (669) 900-6833 or (408) 638-0968. The Webinar ID for this meeting is: 864 1869 0387

Public Comment on Agenda Items: The public may comment on each item on the agenda as the item is taken up. Members of the public who wish to speak on a matter on the agenda will have two minutes each to address the Committee on that agenda item, unless a different time limit is established by the Chair. No speaker who has already spoken on an item will be entitled to speak to that item again.

The Committee welcomes comments, including criticism, about the policies, procedures, programs, or services of the District, or of the acts or omissions of the Committee. Speakers shall not use threatening, profane, or abusive language which disrupts, disturbs, or otherwise impedes the orderly conduct of a Committee meeting. The District is committed to maintaining a workplace free of unlawful harassment and is mindful that District staff regularly attend Committee meetings. Discriminatory statements or conduct that would potentially violate the Fair Employment and Housing Act – i.e., statements or conduct that is hostile, intimidating, oppressive, or abusive – is *per se* disruptive to a meeting and will not be tolerated.

COMMUNITY EQUITY, HEALTH, AND JUSTICE COMMITTEE MEETING AGENDA

WEDNESDAY, APRIL 9, 2025

1:00 PM

Chairperson, Noelia Corzo

1. Call to Order - Roll Call

The Committee Chair shall call the meeting to order and the Clerk of the Boards shall take roll of the Committee members.

2. Pledge of Allegiance

CONSENT CALENDAR (Item 3)

The Consent Calendar consists of routine items that may be approved together as a group by one action of the Committee. Any Committee member or member of the public may request that an item be removed and considered separately.

3. Approval of the Draft Minutes of the Community Equity, Health, and Justice Committee Meeting of March 12, 2025

The Committee will consider approving the Draft Minutes of the Community Equity, Health, and Justice Committee Meeting of March 12, 2025.

ACTION ITEM(S)

4. Community Benefit Fund Disbursement Plan

The Committee will consider recommending the Community Advisory Council's plan for the Community Benefit Fund (\$3 million) to the Board of Directors for approval. The presentation outlines "The People's Air Grant Program" based on a direct grantmaking process. This item will be presented by CAC Member William Goodwin and CAC Member Latasha Washington.

5. Community Advisory Council Selection Process

The Committee will discuss recruitment for the Community Advisory Council (CAC) and consider adopting additional guidance for the CAC member application and selection process, including application questions for CAC members reapplying and new candidates. The inaugural CAC was established by the Board of Directors on November 17, 2021 and at the end of this year, 13 seats will be open for two- or four-year terms. This item will be presented by Lisa Flores, Staff Specialist, Environmental Justice Division.

INFORMATIONAL ITEM(S)

6. Marie Harrison Environmental Justice Scholarship Program Update

The Committee will consider and discuss an update on the Marie Harrison Environmental Justice Scholarship program. The scholarship program awarded sixteen scholarships to college students engaged with environmental justice work in 2023 and 2024. The scholarship committee is now accepting applications through May 30, 2025. This item will be presented by Ariann Harrison, Founder and Executive Director of the Marie Harrison Community Foundation and Daniel S. Madrigal, Senior Staff Specialist, Environmental Justice Division.

7. Assembly Bill 617 Program Update

The Committee will discuss an update on the Assembly Bill 617 program in the communities of West Oakland, Richmond – North Richmond – San Pablo, East Oakland, and Bayview Hunters Point/Southeast San Francisco. This item will be presented by Diana Ruiz, Acting Environmental Justice and Community Engagement Officer; Karissa White, Staff Specialist II; Aneesh Rana, Senior Staff Specialist; and Daniel Madrigal, Senior Staff Specialist of the Environmental Justice Division.

OTHER BUSINESS

8. Public Comment on Non-Agenda Matters

Pursuant to Government Code Section 54954.3, members of the public who wish to speak on matters not on the agenda will be given an opportunity to address the Committee. Members of the public will have two minutes each to address the Committee, unless a different time limit is established by the Chair. The Committee welcomes comments, including criticism, about the policies, procedures, programs, or services of the District, or of the acts or omissions of the Committee. Speakers shall not use threatening, profane, or abusive language which disrupts, disturbs, or otherwise impedes the orderly conduct of a Committee meeting. The District is committed to maintaining a workplace free of unlawful harassment and is mindful that District staff regularly attend Committee meetings. Discriminatory statements or conduct that would potentially violate the Fair Employment and Housing Act – i.e., statements or conduct that is hostile, intimidating, oppressive, or abusive – is per se disruptive to a meeting and will not be tolerated.

9. Committee Member Comments

Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2)

10. Report of the Deputy Executive Officer of Equity and Community Programs

11. Time and Place of Next Meeting

Wednesday, May 14, 2025, at 1:00 p.m. at 375 Beale Street, San Francisco, CA 94105. The meeting will be in-person for the Community Equity, Health, and Justice Committee members and members of the public will be able to either join in-person or via webcast.

12. Adjournment

The Committee meeting shall be adjourned by the Chair.

CONTACT:

MANAGER, EXECUTIVE OPERATIONS
375 BEALE STREET, SAN FRANCISCO, CA 94105
vjohnson@baaqmd.gov

(415) 749-4941
FAX: (415) 928-8560
BAAQMD homepage:
www.baaqmd.gov

- Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the Air District's offices at 375 Beale Street, Suite 600, San Francisco, CA 94105, at the time such writing is made available to all, or a majority of all, members of that body.

Accessibility and Non-Discrimination Policy

The Bay Area Air District (Air District) does not discriminate on the basis of race, national origin, ethnic group identification, ancestry, religion, age, sex, sexual orientation, gender identity, gender expression, color, genetic information, medical condition, or mental or physical disability, or any other attribute or belief protected by law.

It is the Air District's policy to provide fair and equal access to the benefits of a program or activity administered by Air District. The Air District will not tolerate discrimination against any person(s) seeking to participate in, or receive the benefits of, any program or activity offered or conducted by the Air District. Members of the public who believe they or others were unlawfully denied full and equal access to an Air District program or activity may file a discrimination complaint under this policy. This non-discrimination policy also applies to other people or entities affiliated with Air District, including contractors or grantees that the Air District utilizes to provide benefits and services to members of the public.

Auxiliary aids and services including, for example, qualified interpreters and/or listening devices, to individuals who are deaf or hard of hearing, and to other individuals as necessary to ensure effective communication or an equal opportunity to participate fully in the benefits, activities, programs and services will be provided by the Air District in a timely manner and in such a way as to protect the privacy and independence of the individual. Please contact the Non-Discrimination Coordinator identified below at least three days in advance of a meeting so that arrangements can be made accordingly.

If you believe discrimination has occurred with respect to an Air District program or activity, you may contact the Non-Discrimination Coordinator identified below or visit our website at www.baaqmd.gov/accessibility to learn how and where to file a complaint of discrimination.

Questions regarding this Policy should be directed to the Air District's Non-Discrimination Coordinator, Diana Ruiz, Acting Environmental Justice and Community Engagement Officer, at (415) 749-8840 or by email at druiz@baaqmd.gov

**BAY AREA AIR DISTRICT
375 BEALE STREET, SAN FRANCISCO, CA 94105
FOR QUESTIONS PLEASE CALL (415) 749-4941**

**EXECUTIVE OFFICE:
MONTHLY CALENDAR OF AIR DISTRICT MEETINGS**

APRIL 2025

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Stationary Source Committee	Wednesday	9	10:00 a.m.	1 st Floor, Yerba Buena Room
Board of Directors Community Equity, Health, and Justice Committee	Wednesday	9	1:00 p.m.	1 st Floor, Yerba Buena Room
Board of Directors Policy, Grants, and Technology Committee	Wednesday	16	10:00 a.m.	1 st Floor Board Room
Board of Directors Finance and Administration Committee	Wednesday	16	10:00 a.m.	1 st Floor Board Room

MAY 2025

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Special Meeting Budget Hearing	Wednesday	7	9:00 a.m.	1 st Floor Board Room
Board of Directors Meeting	Wednesday	7	10:00 a.m.	1 st Floor Board Room
Board of Directors Stationary Source Committee	Wednesday	14	10:00 a.m.	1 st Floor, Yerba Buena Room
Board of Directors Community Equity, Health and Justice Committee	Wednesday	14	1:00 p.m.	1 st Floor, Yerba Buena Room
Board of Directors Community Advisory Council Retreat	Friday Saturday	16 17	6:00 p.m. 8:00 a.m.	Holiday Inn San Jose (San Jose Ballroom) Silicon Valley 1350 North 1st St. San Jose, CA 95112
Board of Directors Policy, Grants and Technology Committee	Wednesday	21	10:00 a.m.	1 st Floor Board Room
Board of Directors Finance and Administration Committee	Wednesday	21	1:00 p.m.	1 st Floor Board Room

BAY AREA AIR DISTRICT
Memorandum

To: Chairperson Noelia Corzo and Members
of the Community Equity, Health and Justice Committee

From: Philip M. Fine
Executive Officer/APCO

Date: April 9, 2025

Re: Approval of the Draft Minutes of the Community Equity, Health, and
Justice Committee Meeting of March 12, 2025

RECOMMENDED ACTION

Approve the Draft Minutes of the Community Equity, Health, and Justice Committee Meeting of March 12, 2025.

BACKGROUND

None.

DISCUSSION

Attached for your review and approval are the Draft Minutes of the Community Equity, Health, and Justice Committee Meeting of March 12, 2025.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Philip M. Fine
Executive Officer/APCO

Prepared by: Marcy Hiratzka
Reviewed by: Vanessa Johnson

ATTACHMENT(S):

1. Draft Minutes of the Community Equity Health and Justice Committee Meeting of March 12, 2025

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, CA 94105
(415) 749-5073

Community Equity, Health, and Justice Committee Meeting
Wednesday, March 12, 2025

DRAFT MINUTES

This meeting was webcast, and a video recording is available on the website of the Bay Area Air Quality Management District at www.baaqmd.gov/bodagendas

CALL TO ORDER

1. **Opening Comments:** Community, Equity, Health, and Justice Committee (Committee) Vice Chairperson, John Gioia, called the meeting to order at 1:00 p.m.

Roll Call:

Present, In-Person (Bay Area Metro Center, 375 Beale Street, 1st Yerba Buena Room, San Francisco, CA, 94105): Vice Chairperson John Gioia; and Directors Mark Salinas and Shamann Walton.

Present, In-Person Satellite Location: (Napa County Administration Building, 1195 Third Street, Suite 310, Crystal Conference Room, Napa, CA 94559): Director Joelle Gallagher.

Present, In-Person Satellite Location: (Office of Contra Costa County Supervisor John Gioia, 11780 San Pablo Ave., Suite D, Conference Room, El Cerrito, CA 94530): Director Steve Young.

Present, In-Person Satellite Location: (Pittsburg City Hall 301A City Manager's Office Mayor/Council Conference Room 65 Civic Ave. – 3rd Floor Pittsburg, CA 94565): Director Dionne Adams.

Absent: Chairperson Noelia Corzo; and Directors Brian Barnacle, Monica Brown, Brian Colbert, and Ray Mueller.

2. **PLEDGE OF ALLEGIANCE**

CONSENT CALENDAR

3. **APPROVAL OF THE DRAFT MINUTES OF THE COMMUNITY EQUITY, HEALTH, AND JUSTICE COMMITTEE MEETING OF FEBRUARY 29, 2025**

Public Comments

No requests received.

Committee Comments

None.

Committee Action

Director Walton made a motion, seconded by Director Salinas, to approve the Draft Minutes of the Community, Equity, Health, and Justice Committee Meeting of February 19, 2025; and the motion carried by the following vote of the Committee:

AYES: Adams, Gallagher, Gioia, Salinas, Walton, Young.
NOES: None.
ABSTAIN: None.
ABSENT: Barnacle, Brown, Colbert, Corzo, Mueller.

INFORMATIONAL ITEMS

4. DEVELOPMENT OF A TARGETED INSPECTION PROGRAM & POLICY

Dennis Quach, Air Quality Specialist, gave the staff presentation *Development of a Targeted Inspection Program and Policy* including: outline; Strategic Plan framework; Targeted Inspection Program and Policy: goals and objectives; overview of Targeted Inspection Program and Policy; compliance inspection types; routine inspections by source types; enhanced inspection priorities in overburdened communities; analyze compliance data to target inspections; community engagement and partnership; additional strategies associated with policy changes; and next steps.

Public Comments

Public comments were given by Jan Warren, Interfaith Climate Action Network of Contra Costa County.

Committee Comments

The Committee and staff discussed the pilot version of the Targeted Inspection Program in Bayview Hunters Point in March 2025 (roll out and the types of facilities will be included); the ways in which communities discover unpermitted (by the Air District) facilities; whether power plants are considered “Title V and synthetic minor facilities”; the minimum number of inspections at an individual permitted facility per Fiscal Year; which entities are notified when violations are identified (local jurisdictions?); differences between the Air District’s level of engagement with non-Assembly Bill (AB) 617 communities and AB 617 communities; and potential utilization of the Board members to encourage participation.

Committee Action

No action taken.

5. DIVERSITY, EQUITY, AND INCLUSION (DEI) INITIATIVES AND ACTION PLAN UPDATE

Tim Williams, Director of Diversity, Equity, and Inclusion, and Nunu Phengphanh, Supervising Staff Specialist, gave the staff presentation *Diversity, Equity, and Inclusion Action Plan*, including: about the DEI Office; DEI Action Plan’s purpose and scope; DEI updates from September 2024 to February 2025: heritage celebrations and cultural events, professional development webinars, Workplace Allyship Program, Air District’s Mentorship Program, and employee resource group (ERG) empowerment; Strategic Plan alignment: Strategy 3.1: A Diverse Workforce and Strategy 3.2: Be Welcoming and Inclusive; DEI Action Plan overview; Environmental Justice (EJ) Scholarship and internship/fellowship programs; supplier diversity; DEI Learning Program; Employee Development Program; diversity awareness; ERGs; pathway to permanency; equity integration in decisions; and adjusted DEI Action Plan.

Public Comments

No requests received.

Committee Comments

The Committee and staff discussed the current status of the Air District’s ERG Empowerment Program, and how success is being measured; the participation goal for the EJ Scholarship and Internship/Fellowship Program Scholarship; the suggestion of surveying Air District employees to generate ideas for inclusion; encouragement from the Board to the DEI Office on its efforts, despite current federal actions; concerns regarding potential claw backs on funding for DEI activities; federal funding that was previously allocated to the Air District, and whether the Air District should strategize how to fund DEI activities if the funds are eliminated; and reasons to support/oppose reframing the language of the Air District’s messaging when addressing more conservative audiences.

Committee Action

No action taken.

OTHER BUSINESS

6. PUBLIC COMMENT ON NON-AGENDA MATTERS

No requests received.

7. COMMITTEE MEMBER COMMENTS

None.

8. REPORT OF THE DEPUTY EXECUTIVE OFFICER OF EQUITY AND COMMUNITY PROGRAMS

Arsenio Mataka, Deputy Executive Officer of Equity and Community Programs, made the following announcements:

- Thank you to the Air District’s DEI Office for its work
- The next meeting of the Air District’s Community Advisory Council (CAC) is March 2025, at 6:00 p.m., at the Trans Pacific Center, California State University East Bay, Oakland Professional & Development Center, 1000 Broadway, Suite 109 - Grand Lake Conference Room, Oakland, CA 94607.
 - A CAC member selection ad hoc committee (led by Board member Noelia Corzo) will be formed to fill 13 seats, and an update on this effort will be presented at the April 9, 2025 Community Equity, Health, and Justice Committee meeting.
 - The CAC’s Community Benefit Ad Hoc Committee will recommend its proposed plan for its distribution of the \$3 million in the Community Benefit Fund.
- The East Oakland AB 617 Community Steering Committee will be meeting on March 13, 2025, at 5:00 p.m., at 8711 MacArthur Blvd, Oakland, [or on Zoom](#). The Bayview Hunters Point/Southeast San Francisco AB 617 Community Steering Committee will be meeting on March 18, 2025, at 5:00 p.m., at 1550 Evans Ave, San Francisco.

9. TIME AND PLACE OF NEXT MEETING

Wednesday, April 9, 2025, at 1:00 p.m. at 375 Beale Street, San Francisco, CA 94105. The meeting will be in-person for the Community Equity, Health, and Justice Committee members and members of the public will be able to either join in-person or via webcast.

10. ADJOURNMENT

The meeting was adjourned at 2:21 p.m.

Marcy Hiratzka
Clerk of the Boards

BAY AREA AIR DISTRICT
Memorandum

To: Chairperson Noelia Corzo and Members
of the Community Equity, Health and Justice Committee

From: Philip M. Fine
Executive Officer/APCO

Date: April 9, 2025

Re: Community Benefit Fund Disbursement Plan

RECOMMENDED ACTION

Recommend to the Board of Directors that the Board approve the Community Advisory Council's recommendation of "The People's Air Grant Program" with a direct grantmaking process for the disbursement of the Community Benefit Fund in a total amount of \$3 million.

BACKGROUND

The Board established a one-time allocation of \$3 million as the Community Benefit Fund in the Fiscal Year Ending 2022 Budget to provide monetary resources for projects in impacted communities that reduce exposure to air pollution and address public health impacts. The Community Advisory Council (CAC) created the Community Benefit Fund Ad Hoc Committee to develop a recommendation for disbursement of the Community Benefit Fund to the Air District Board of Directors (Board).

The CAC Community Benefit Fund Ad Hoc Committee included: Council Members Fernando Campos, William Goodwin, John Kevin Jefferson, Mayra Pelagio, Charles Reed, Jeff Ritterman, Joy Massey, and Latasha Washington.

The CAC Community Benefit Fund Ad Hoc Committee explored different funding distribution pathways for the Community Benefit Fund including:

- Air District-managed grant program
- foundation-managed grant program, and,
- traditional participatory budgeting (PB); a democratic process that empowers community members to play a direct role in budget decision-making.

The CAC Community Benefit Fund Ad Hoc Committee developed the "People's Air Grant Program," or PAGP, proposal in collaboration with Air District staff and

consultants from Lyons-Newman Consulting, including Principal and Founder, Belinda Lyons-Newman, and Senior Consultant, Erica Harrell. Lyons-Newman Consulting is a management consulting firm based in the Bay Area specializing in working with nonprofit and public entities to advance systems-level social impact. They have deep knowledge and experience with PB, including three years facilitating the City of Vallejo's PB initiative.

DISCUSSION

Prior to the CAC meeting, the CAC Community Benefit Fund Ad Hoc Committee developed the goals, eligibility and grant administration, or the Core Elements of the PAGP, as well as grantmaking options. The CAC Community Benefit Fund Ad Hoc Committee recommended a Participatory Grantmaking Process.

At the March 20, 2025, meeting of the CAC, the CAC Community Benefit Ad Hoc Committee, together with staff, presented the Core Elements of the PAGP, and three processes for grantmaking to the CAC for consideration.

The CAC agreed on the Core Elements of the PAGP and discussed the three alternative grantmaking processes:

- PAGP Participatory Grantmaking Process (recommended by the CAC Community Benefit Ad Hoc Committee)
- Participatory Project Type Selection
- Direct Grantmaking

The CAC did not move forward with the recommendation of the Community Benefit Fund Ad Hoc Committee to use a Participatory Grantmaking, or PB, process. The CAC further discussed the Direct Grantmaking option, which offers a streamlined pathway for an Air District-managed grant program. This approach reduces the time needed to conduct the process, with the goal of getting approved projects by the end of 2025. The goals, eligibility, and grant administration described in the Core Elements of the PAGP would also apply to this grantmaking option. In this process, the CAC will be integrated into the proposal review process, ensuring a community-centered approach to funding decisions.

The CAC also discussed adjusting the initially proposed timeline to include environmental justice community leaders in the project application review process. With this inclusion, the adjusted timeline anticipates grant agreements are finalized and project implementation begins in April 2026.

As discussed by the CAC, the Core Elements of the PAGP, and direct grantmaking timeline and process are as described:

Core Elements of the People's Air Grant Program

The "The People's Air Grant Program (PAGP)" includes basic elements of a grant program that is the same across all the alternative process options. The core program elements of the PAGP are:

1. Air District will secure staffing for the implementation of PAGP.
2. Air District staff will further develop the guidelines, application, website, outreach plan and materials.
3. Projects funded by the PAGP should seek to advance one or more of the following goals:
 - a. Improve air quality and reduce local air pollution disparities, with a focus on communities most affected by air pollution and environmental injustices (impacted communities).
 - b. Equip impacted communities with tools and resources to reduce air pollution and improve public health outcomes.
 - c. Provide health care resources for people experiencing health problems resulting from exposure to air pollution.
4. The CAC will select a new Ad Hoc Committee of the CAC to support the selection process. The role of the new Ad Hoc Committee of the CAC will include serving as champions of community perspectives, participation, and involvement in the PAGP process.
5. The Air District will launch the PAGP for grants awards as described in the grant guidelines below and attached.
6. Air District staff will hold informational sessions to introduce the PAGP.
7. To ensure accountability and effectiveness, all funded projects will be required to submit an interim report after six months and an annual report each year. Air District staff, in consultation with the new Ad Hoc Committee of the CAC, will evaluate reports and determine whether the grantee is completing its activities and progressing toward its goals. At the end of each year, Air District staff and the new Ad Hoc Committee of the CAC will decide on renewal of each grant. The reports must include:
 - a. **Project Progress:** Status updates on implementation, milestones achieved, progress on the project timeline, a report on expenditures of grant funds, any challenges encountered, and documentation or other evidence of progress toward results.
 - b. **Project Results:** Progress toward meeting measurable outcomes and impacts related to air pollution reduction and public health improvements, as outlined in the grant agreement, including documentation or other evidence of results and/or progress toward results.
 - c. If activities and progress toward goals are not achieved at progress reporting milestones, the Air District will provide technical assistance and support. If the project continues to be unsuccessful after support

and technical assistance is provided, then the following actions may be taken:

- i. Return of Unspent Funds: Grantees may be required to return any unused funds.
- ii. Termination of Agreement: Failure to meet project commitments may result in the termination of the funding agreement.

More information is included in Attachment 1: The People's Air Grant Program.

Draft Timeline for Direct Grantmaking with CAC Review

Once the Board of Directors has approved the program, the Air District would begin work immediately to open the application process for community-based organizations and public agencies to submit proposals under the specific project types identified by the CAC. The CAC will be integrated into the proposal review process, ensuring a community-centered approach to funding decisions. Air District staff and the CAC will evaluate applications based on PAGP guidelines, including alignment with environmental justice priorities and the Air District's strategic goals. Following this review, the CAC will recommend a slate of proposals to the CEHJ, and the Board for final approval.

March to May 2025	Stage 1: CAC identifies and prioritizes project types based on current proposal
May 2025	Board approves process; Staff work grant guidelines, communications and outreach
May 2025	Staff research options and processes to support community member reviewers
June – September 2025	Staff implement changes (new policy, new outreach and selection process) to support community reviewers
August 2025	Release Grant Guidelines with 2 informational webinars to be recorded and posted
September – October 2025	Search and selection of community reviewers
October 2025	Stage 2: Detailed proposals based on CAC priority project types due;
November 2025	Stage 3: CAC Ad Hoc Committee, Environmental Justice community members, and Air District review and score proposals
January 2026	CAC considers slate of projects for recommendation to CEHJ Committee

February 2026	CEHJ Committee considers final slate of projects for recommendation to the Board
March 2026	Board considers approving final slate of projects for grant awards
April 2026	Grant agreements are finalized and project implementation begins
April 2026 to March 2028	Grantees perform work, submitting regular grant reports and invoices

Information on all the options considered by the CAC are included in Attachment 2: Addendum A.

Next Steps

As discussed at the CAC meeting, and reflected in the timeline, Air District staff will explore the legal feasibility of the inclusion of environmental justice community members (i.e., EJ Leaders) in the project application review process, as well as logistical/administrative processes to ensure the Air District maintains a clear, transparent and fair process for evaluating all applications. This will require some changes to the Air District's existing compensation policies and will require returning to the Committee and Board for further direction.

This program and timeline will undergo additional refinement as staff and the new Ad Hoc Committee of the CAC move into the implementation process together.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Stipends for CAC to Participate in PAGP

Stipends paid to the CAC and members of a new CAC Ad Hoc Committee for their time and resources to engage in the program, review proposals, and approve grant awards is governed by the Air District's Compensation Policy for the CAC and would be funded with the budget allocated for CAC operations.

Payments for Community Reviewers

The Air District would need to compensate environmental justice community members for their time reviewing applications, comparable to the payments CAC members will receive. CAC members receive \$75 per hour per meeting but they do not receive a stipend for reviewing documents. They may apply for up to \$1000 (about 13.3 hours) for a project such as reviewing applications. If the same model is used, community members could apply to receive up to \$1000 for their services reviewing applications, which may or may not cover the extent of their review time

and \$75/hour per meeting. The payment would be covered with the budget allocated for CAC operations.

PAGP Direct Grantmaking

The Board allocated \$3 million for the Community Benefit Fund. It is estimated that \$300,000 of the Community Benefit Fund will be used to support the community engagement and administration of the PAGP through a direct grant making process. The estimated \$300,000 of the Community Benefit Fund will be used to fund staff to design the PAGP planning process, conduct community outreach, engage the CAC, and other community leaders and other administrative costs. These estimated costs, in addition to the grant award amounts, include:

Air District Staff Time (estimate 1.25 full time employees - \$250,000)

Support for overseeing and managing the PAGP process, coordinating with internal and external stakeholders, leading related meetings, developing public materials to invite applications, developing the website, and other online communications, and ensuring alignment with the Air District’s strategic goals. The Air District would also allocate auxiliary staff time (web support, contracting, legal) to this program that would not be covered by the estimated cost (\$300,000) from the Community Benefit Fund. This estimate also excludes the staff time to setup new processes for community reviewers.

Translation Services (estimate \$20,000-\$50,000)

Costs associated with translating materials into languages such as Cantonese, Mandarin, and Spanish. This includes translating project proposals, voting materials, outreach content, and other key documents. The final cost will depend on the volume of materials, number of languages for translation, complexity of content, and formatting requirements.

The above costs are estimates based on currently available information.

Respectfully submitted,

Philip M. Fine
Executive Officer/APCO

Prepared by: Miriam Torres
Reviewed by: Arsenio Mataka, Diana Ruiz, Marcia Raymond

ATTACHMENT(S):

1. CAC Recommendation-Peoples Air Grant Program
2. Addendum A-Overview of Funding Pathways Considered
3. CBF Disbursement Plan Recommendation Presentation

COMMUNITY ADVISORY COUNCIL RECOMMENDATION

THE PEOPLE'S AIR GRANT PROGRAM

The Bay Area Air District (Air District) Board of Directors established the Community Benefit Fund (\$3 million) to provide monetary resources for projects in impacted communities to reduce exposure to air pollution and address public health impacts. The "People's Air Grant Program" is the Community Advisory Council's (CAC) recommended plan for the process and guidelines to disburse the Community Benefit Fund.

ELIGIBLE APPLICANTS AND PROJECTS

1. The following proposed policies apply to the Air District Community Benefit Fund (CBF). The timeline for implementing the People's Air Grant as a pilot Program would begin upon approval of this proposal by the Air District Board of Directors. This document presents the CAC's proposed plan for the process and guidelines of the CBF.
2. Projects funded by the People's Air Grant Program should seek to advance one or more of the following goals:
 - a. Improve air quality and reduce local air pollution disparities, with a focus on communities most affected by air pollution and environmental injustices (impacted communities).
 - b. Equip impacted communities with tools and resources to reduce air pollution and improve public health outcomes.
 - c. Provide health care resources for people experiencing health problems resulting from exposure to air pollution.
3. Project summaries and detailed proposals may be developed by individuals who reside in, or co-ops¹ from, the counties of Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, southwestern Solano, and southern Sonoma. Project summaries and detailed proposals must have an implementing partner that is a California organization holding a tax-exempt status under Section 501(c)(3) of the federal Internal Revenue Code or a public agency that will serve as a fiscal sponsor for the project. California organizations holding a tax-exempt status under Section 501(c)(3) of the federal Internal Revenue Code or a public agency may engage individuals

¹ As defined by the National Cooperative Business Association, a co-op is an autonomous association of persons united voluntarily to meet their common economic, social, and cultural needs and aspirations through a jointly-owned and democratically-controlled enterprise

Community Advisory Council Recommendation: The People's Air Grant Program

who reside in the nine Bay Area counties within the Air District's jurisdiction to apply but the detailed proposals must reflect broad support by community members. Projects should address priority community needs identified in the [Air District's 2024-2029 strategic plan goals](#) and [CAC's Environmental Justice Priorities](#).

4. Projects also must show that the majority of the benefits of the project will go to low-income individuals or communities, defined as below 80% of Area Median Income.
5. Examples of projects that are eligible for funding include, but are not limited to:
 - a. Provide **health education** regarding air quality and pollution mitigation initiatives
 - b. Conduct **community-led research** to reduce air pollution and improve health outcomes
 - c. Conduct community-driven **air quality monitoring**
 - d. Improve **health care resources and services** in order to improve health outcomes for people with health problems in vulnerable communities
 - e. Implement **mitigation initiatives** designed to decrease air pollution and reduce negative health outcomes (e.g., air filters, planting trees, electrification, and other products and services)
6. Priority will be given to projects that²:
 - a. Have a direct impact on pollution reduction and improvements in health for impacted communities and residents (e.g., air filters, planting trees, electrification, and other air quality-related products and services)
 - b. Engage the skills and resources of the community, including engaging in meaningful and collaborative partnerships with other community leaders and organizations serving impacted communities
 - c. Improve air quality and reduce local air pollution disparities in impacted communities
7. Projects that are current or previous recipients of James Cary Smith (JCS) Community Grants are not eligible for the People's Air Grant Program funding. Additionally, projects previously funded or currently receiving support through the Air District's implementation of AB617 or [California Air Resources Board's AB617 Community Air Grant program](#) are also not eligible for funding through this program.

² Criteria for evaluating projects will be available with the guidelines.

ADDITIONAL PROJECT RULES

8. Future sustainability of a project must not be contingent on market- or demand-driven revenue streams. Examples of these types of ineligible projects could include start-ups or enterprise-driven nonprofits.
9. Projects must not require a change in public agency policy in order to be implemented and achieve the goals outlined in the proposal. Examples of these types of ineligible projects include ordinance development or campaigns.
10. Award funds are intended to expand efforts to reduce air pollution exposure and address public health impacts; funds are intended to spur collaboration with community and must not be used to supplant existing Air District, county, or state funds for projects advancing these goals.
11. To comply with California Government Code Section 1090 and Air District policy, members of the CAC who develop, score, or select projects must not receive any financial benefit from funds disbursed. Air District staff may not initiate, be the main representative of, or participate in projects where they will receive a personal benefit. The CAC will comprise a new Ad Hoc Committee for the selection process to serve as champions of community perspective, participation, and involvement in the People's Air Grant Program process, and to consider the needs of impacted communities. All members of the new Ad Hoc Committee of the CAC must submit a conflict-of-interest form and disclose any conflicts with proposals under consideration. In cases where conflicts of interest exist, members of the new Ad Hoc Committee of the CAC must recuse themselves from decisions related to the relevant proposal(s).

GRANT AWARD - TIERED AMOUNTS

12. The People's Air Grant Program will award grants in three tiers up to the amounts noted over a 2-year period, as follows:

Tier	Annual Grant Award	Total Grant Award (over 2 years)	# of Grants Awarded	Total Funding Required
1	\$75,000	\$150,000	6	\$900,000
2	\$100,000	\$200,000	5	\$1,000,000
3	\$200,000	\$400,000	2	\$800,000

			Total: 13	Total: \$2,700,000
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13. A grant tier is selected by the applicant based on funding amount requested to meet project needs. Grant tiers are the mechanism to ensure that projects compete in their funding category for a fair chance to be selected.
14. If grantees are using a fiscal sponsor³, then the administrative fee charged by the fiscal sponsor may not exceed 15% of the total grant award.

PROPOSAL DEVELOPMENT AND SUBMISSION

15. The application process for the People's Air Grant Program consists of three stages including identification of eligible project types, detailed proposal development and submission, and proposal review and selection.
16. **Stage 1: CAC Prioritizes Project Types:** In the first stage, the CAC will identify a list of potential project types based on the criteria identified for the PAGP.
17. **Stage 2: Detailed Proposal Development:** Applicants submit a detailed project proposal based on project types. This stage is the application process to submit projects, outlining specific goals, implementation plans, budgets, and expected community impact. Applicants will have 6 weeks to complete this stage and must develop and submit the following:
 - a. Contact Name / Phone / Email
 - b. Project Title
 - c. Indicate which of the CAC Environmental Justice Priorities the project fulfills
 - d. Identify which Goal and Strategy in the Air District's 2024-2029 Strategic Plan best aligns with the proposed project
 - e. Project Description
 - f. Project Plan and Timeline
 - g. Budget Proposal
 - h. Description of Need, Benefit, Readiness to Implement, and Community Impact
 - i. Project Team Information
 - j. Name of Implementing 501(c)(3) or Public Agency Partner.⁴ Verification of applicant or applicant's fiscal sponsor's status as a valid and current

³ A fiscal sponsor is a nonprofit 501(c)(3) organization that provides their legal and tax-exempt status to groups—typically projects—engaged in activities related to their mission. Fiscal sponsors typically charge a fee for their service.

⁴ Refer to eligibility section (4) for more details.

- California organization holding a tax-exempt status under Section 501(c)(3) of the federal Internal Revenue Code or a public agency
- k. Supporting Materials (e.g., letters of support from community members or community organizations)
 - l. Public Posting Summary (a concise, public-facing summary of the project)
 - m. Indicate which of the CAC Environmental Justice Priorities the project fulfills
 - n. Description and map of the community to benefit from the proposed project. NOTE: It is recommended to use CalEnviroScreen 4.0, a tool used to screen for relative pollution burden. If other data exists that helps to identify other impacted communities, the applicant should include that information in their application for consideration.
18. **Stage 3: Proposal Review and Selection:** Air District staff and the new Ad Hoc Committee of the CAC will review the proposals based on a scoring rubric included in the grant guidelines that assesses proposals based on meeting minimum requirements, benefit, and feasibility, and alignment with the [CAC's Environmental Justice Priorities](#) and the [Air District's 2024-2029 strategic plan goals](#). After individual proposals are assessed and scored, the slate of proposals will also be assessed together to ensure a balanced slate to recommend for approval. From among the eligible proposals, the strongest fitting proposals will be selected. Then, the new Ad Hoc Committee of the CAC and staff will recommend a slate of proposals to the CAC.
19. **Community Education and Outreach:** Informational materials, such as flyers, and project summaries, will be available online. Outreach will target areas most impacted by air pollution to support applications from these areas. Outreach materials will be provided in English and languages such as Spanish and Chinese (Cantonese and Mandarin). The Air District may also translate materials into additional languages (e.g., Vietnamese, Tagalog, etc.) or provide oral interpretation of those written materials.
20. **Selected Projects:** The recommended projects selected by the ad hoc and staff will be assessed by the CAC for geographic representation and programmatic balance. The CAC will recommend selected projects to the Community Equity, Health, and Justice (CEHJ) Committee to recommend to the Board of Directors for approval. The Board of Directors approves all grant agreements per Air District policies.
21. **Results Announcement:** The Air District will announce the outcomes, and the approved projects will be funded through a grant agreement with the Air District. The grant agreement template will be provided to applicants in

advance along with the application materials. Work can begin as soon as a grant agreement is signed. Results will be published on the Air District website and communicated directly to applicants.

GRANT AWARDS

22. All applicants, including those selected and those that were not selected, will be notified electronically by Air District staff regarding whether their projects have been selected for funding. Selection for funding constitutes preliminary approval only. Final approval for funding occurs when a grant agreement has been signed by both the grantee and the Air District. Air District staff will prepare grant agreements that set forth the terms and conditions of each grant. Grantees are legally bound to meet certain requirements, including notifying the Air District of any change in project implementation and submitting progress reports and a final report. If the Air District awards an amount that differs from the amount requested, Air District staff will work with the grantee to align deliverables, outcomes, and timelines appropriately. Upon execution of the grant agreement, the grantee may commence work on funded activities. Should there be any change in the originally agreed-upon scope of work, grantees must contact the Air District to amend the Work Plan of the Grant Agreement.

GRANT AWARD MONITORING, EVALUATION, AND ACCOUNTABILITY

23. To ensure accountability and effectiveness, all funded projects must submit an interim report after six months and an annual report each year. Staff, in consultation with the new Ad Hoc Committee of the CAC, evaluate reports and determine whether the grantee is completing its activities and progressing toward its goals. At the end of each year, Air District staff and the new Ad Hoc Committee of the CAC decide on renewal of each grant. The reports must include:
 - a. **Project Progress:** Status updates on implementation, milestones achieved, progress on the project timeline, a report on expenditures of grant funds, any challenges encountered, and documentation or other evidence of progress toward results.
 - b. **Project Results:** Progress toward meeting measurable outcomes and impacts related to air pollution reduction and public health improvements, as outlined in the grant agreement, including documentation or other evidence of results.

24. If activities and progress toward goals are not achieved at progress reporting milestones, the Air District will provide technical assistance and support within its abilities to support the success of the project. If the project continues to be unsuccessful after support and technical assistance is provided, then the following actions may be taken:
- a. **Return of Unspent Funds:** Grantees may be required to return any unused funds.
 - b. **Termination of Agreement:** Failure to meet project commitments may result in the termination of the funding agreement.

Addendum A

Overview of Funding Pathways Considered

by the Community Benefit Ad Hoc Committee and the Community Advisory Council

The Community Advisory Council (CAC) created the Community Benefit (CBF) Ad Hoc Committee to develop a plan for disbursement of the Community Benefit Fund for recommendation to the Air District Board of Directors. The CBF ad hoc committee explored different pathways for the disbursement of the \$3 million, including a foundation-managed grant process, creating an Air District managed grant program or utilizing the James Cary Smith Community Grant Program, participatory budgeting and a grant program with participatory budgeting elements, which led to the proposal under Board consideration included in this packet of materials. For each funding pathway, the CBF ad hoc committee learned about key elements of each pathway, including: oversight and administration, decision-making, fiscal management, technical support options, accountability mechanisms, resources and time required to run the program. This addendum summarizes the funding pathways considered, outlines key considerations and reasons the CBF Ad Hoc Committee did not select those pathways.

Foundation-Managed Grant Process

A foundation-managed grant process involves a third-party foundation handling governance, financial management, and administrative support for grant distribution. This approach would minimize the administrative burden on CAC members and Air District staff while ensuring compliance and efficiency. The benefit of this option is that the foundation would oversee grant management, accounting, reporting, risk management, audits, and other administrative functions, ensuring financial compliance with clear accountability. Additionally, foundations are nimble and would offer flexibility in the application process and requirements for receiving funds. A key challenge for the CBF Ad Hoc Committee was providing the funds to the Foundation without having control over how the grant is administered or projects are chosen. The reasons the CBF Ad Hoc Committee did not select this pathway include the administrative fee¹ and lack of control over the administration of the grant.

Air District Managed Grant Program, including utilizing the James Cary Smith Community Grant Program

The Bay Area Air District administers various funding programs, including the community-focused James Cary Smith Community Grant Program. The CBF Ad Hoc Committee explored two options: 1. creating a new grant program managed by the Air District using

¹ Administrative fees in philanthropy vary by location, fund type, size, and fund activity, up to 18% as of the last known survey in 2007.

existing processes and 2. Directing CBF funds for use by the James Cary Smith (JCS) Community Grant Program, with its existing program guidelines and criteria. The CBF Ad Hoc concluded that the benefits of option 1, creating a new grant program, are that the Ad Hoc would be able to recommend the criteria, the Air District could use existing processes, and the CAC could have oversight over the program. The disadvantages and reasons this option was not selected is that it would have required at least 18 months to set up after Board approval and that projects are selected by the Air District, not through a participatory process. However, it would have likely taken longer given resource and capacity issues with administering the grant program within the Environmental Justice Division, which was also an issue with option 2. With the second option to direct CBF funds to the JCS Community Grant Program, the CBF Ad Hoc Committee discussed different variations such as, adding funds to the next JCS Community Grant cycle and collaborating on outreach but without changing criteria, and adding funds to the next grant cycle but changing the criteria and collaborating on the selection process. The CBF Ad Hoc concluded that the benefits of directing CBF funds to the JCS Community Grant Program were faster delivery of funds utilizing an existing funding program that is demonstrated to be successful. The reasons the CBF Ad Hoc Committee did not select this pathway were that using an existing program on a set timeline to release their second cycle to comply with Air District fiscal deadlines meant limited ability to change grant guidelines, grant name, and limited CAC member engagement in project selection.

Participatory Budgeting

Participatory budgeting is a democratic process that allows community members to directly participate in budget-related decision making. With participatory budgeting, community members decide how to spend a defined portion of a government agency's budget. While participatory budgeting is generally a customized process developed by a government agency and local community partners, most follow a standard process: Plan, Design, Brainstorm, Develop, Vote, Implementation, or Fund, and Evaluation. Key elements of participatory budgeting include having a committee of community members as an integral part of the process, supporting with selection of projects, and running a participatory process that enables community members to vote for the projects. The challenges discussed by the CBF Ad Hoc Committee were the laborious engagement steps involved in the process that require resources and time, which makes this option the most time intensive and costly of the options discussed. Given the key participatory elements of the process such as, CAC members selecting projects and the public voting for projects, CBF Ad Hoc Committee selected the key elements of participatory budgeting for their preferred option. This participatory grantmaking process did not move forward during the March 20, 2025 CAC meeting.

PAGP - Participatory Grantmaking Process²

Community Benefit Fund Ad Hoc Committee's proposed the following recommended process to disburse the Community Benefit Fund based on PB principles and design:

- A. The proposals will be developed and submitted through 3 stages:
 - a. Stage 1—Brief Project Summary: Applicants will submit a short project summary (500-word letter of intent or 2-minute video) and answer eligibility questions. Applicants will be evaluated based on eligibility criteria posted in grant guidelines; eligible submissions will advance to Stage 2.
 - b. Stage 2—Detailed Proposal Development: Every project that advances to Stage 2 will create a detailed proposal. If funding is available, every project that advances to Stage 2 will receive written feedback on ways to increase clarity and feasibility of the proposal and to be more responsive to scoring criteria. In addition, if funding is available, applicants may receive time with a grant-writing technical assistance consultant to identify areas of improvement for their proposal.
 - c. Stage 3—Proposal Review and Selection: Air District staff and the new Ad Hoc Committee of the CAC will review proposals based on a scoring rubric included in the grant guidelines that assesses proposals based on meeting minimum requirements, benefit, feasibility, and alignment with the [CAC's Environmental Justice Priorities](#) and the [Air District's 2024-2029 Strategic Plan goals](#). After individual proposals are assessed and scored, the final recommended slate of proposals will also be assessed together to ensure a balanced slate to recommend for the ballot. Then, the new Ad Hoc Committee of the CAC and staff will recommend a slate of proposals to the CAC for the ballot, and public posting. The CAC will consider a slate of projects, an amount up to 3 times the total number of potential grant awardees, for public posting.
- B. Individuals who reside in the nine Bay Area counties within the Air District's jurisdiction who are age 14 or older will vote on the proposed projects they deem most beneficial to the communities. Voting will take place online. If funding is available, there will also be at least one in-person voting location option.
- C. The projects selected by the public will be assessed by the CAC for geographic representation and programmatic balance. The CAC will recommend the selected projects to the Community Equity, Health, and Justice (CEHJ) Committee to recommend to the Board for approval. The Board approves all grant agreements per Air District policies.
- D. The Air District will announce the outcomes, and the approved projects will be funded through a grant agreement with the Air District. Final approval for funding occurs when a grant agreement has been signed by both the grantee and the Air District. Grants will be made for a 2-year period.

² The participatory grantmaking process did not move forward at the March 20, 2025 CAC meeting.

- E. If funding is available, the PAGP process will be evaluated, including a post-vote review that will assess the voting process for inclusivity, accessibility, and efficiency. If funding is available, it is recommended that the Air District hire a professional, external evaluator. The results of the evaluation, including recommendations for changes, will be presented to the CAC and the Board.

Draft Timeline PAGP Participatory Grantmaking

May 2025	Board approval of the PAGP
May to December 2025	Request For Proposals (RFP) process to secure consultant support
January to March 2026	Consultant and Air District staff design detailed process rulebook and execution plan for the PAGP
March 2026	CAC selection of new Ad Hoc Committee to support the PAGP process; Public announcement of the PAGP
April 2026	Air District holds informational sessions to facilitate Stage 1 engagement in the PAGP
May 2026	Stage 1 brief project summaries due
June 2026	Applicants evaluated based on eligibility criteria; Selected applicants invited to provide detailed proposals (60 days to complete proposals)
July 2026	Written feedback provided to applicants on ways to increase clarity and feasibility of their proposals
August 2026	Stage 2 detailed proposals due
September 2026	Proposal review and selection for public posting
November 2026	New Ad Hoc Committee of the CAC recommends a slate of proposals to the CAC for the ballot and public posting
December 2026	Projects posted for public voting

January 2027	Projects selected by the public will be assessed by the CAC for recommendation to CEHJ to recommend to the Board for approval
February 2027	CEHJ considers approval of projects for recommendation to Board for approval
March 2027	Board considers approval of projects
March 2027	Air District announces outcomes of the vote and the Board's approval
April 2027	Grant agreements finalized; Project implementation begins
April 2027 to March 2029	Grantees perform work, submitting regular grant reports and invoices

Grantees are anticipated to perform work, submit regular grant reports and invoices from March 2027 through February 2029.

Participatory Project Type Selection

During the March 20, 2025 CAC Meeting, Air District staff presented the Participatory Project Type Selection process as an alternative grant making process that maintains PB elements while reducing the time needed to conduct the process, with the goal of releasing funds one year sooner. The goals, eligibility, and grant administration described in the attached PAGP proposal would also be the core elements of this process.

In the first stage, the CAC will identify a list of potential project types based on minimum criteria identified for the Community Benefit Fund, community priorities, and environmental justice considerations. For example, possible project types could include air filters, tree planting, or electrification. These project types will then be presented to the public for a vote to determine which should be prioritized for funding. This ensures that funding priorities reflect community needs and align with environmental justice principles. The public engagement process will involve outreach and education efforts to ensure widespread participation. The project types with the most votes will guide Stage 2, the solicitation process for grant proposals.

In Stage 3, the CAC Ad Hoc Committee and staff would review and evaluate the proposals based on strategic alignment, feasibility, and benefit to impacted communities.

Draft Timeline for Participatory Project Type Selection

March to April 2025	CAC members identify project types based on current proposal
May 2025	Board approves process
May 2025	Staff work on RFP for consultants to facilitate and carry-out communications, website, and public voting processes
June to August 2025	RFP submissions and contracting process
August 2025	Consultant develops communications plan and website for public voting
September 2025	Stage 1: Public Voting on Project Types
September 2025	Release of Grant Guidelines detailing winning project types; 45-day application period begins and 2 informational webinars to be recorded and posted
October 31, 2025	Stage 2: Detailed proposals based on public priorities due

November 2025	Stage 3: CAC Ad Hoc Committee members and Air District review and score proposals
January 2026	CAC considers slate of projects for recommendation to CEHJ Committee
February 2026	CEHJ Committee considers final slate of projects for recommendation to the Directors
March 2026	Board considers approving final slate of projects for grant awards
April 2026	Grant agreements are finalized, and project implementation begins
2026 to 2028	Grantees perform work, submitting regular grant reports and invoices

Direct Grantmaking Process with CAC Review (CAC Recommendation)

The Direct Grantmaking process offers a streamlined pathway for an Air District-managed grant program. This approach reduces the time needed to conduct the process, with the goal of getting approved projects by the end of 2025. The goals, eligibility, and grant administration described in the Core Elements of the PAGP would also apply to this grantmaking pathway. In this process, the CAC will be integrated into the proposal review process, ensuring a community-centered approach to funding decisions.

Draft Timeline for Direct Grantmaking with CAC Review

(as initially presented to the CAC)

March to May 2025	Stage 1: CAC identifies and prioritizes project types based on current proposal
May 2025	Board approves process; Staff work grant guidelines, communications and outreach
June 2025	Release Grant Guidelines with 2 informational webinars to be recorded and posted
July 2025	Stage 2: Detailed proposals based on CAC priority project types due; 45-day application period end
August 2025	Stage 3: CAC Ad Hoc Committee and Air District review and score proposals
October 2025	CAC considers slate of projects for recommendation to CEHJ Committee
November 2025	CEHJ Committee considers final slate of projects for recommendation to the Board
December 2025	Board considers approving final slate of projects for grant awards
January 2026	Grant agreements are finalized and project implementation begins
February 2026 to February 2028	Grantees perform work, submitting regular grant reports and invoices

Adjusted Timeline: Draft Timeline for Direct Grantmaking with CAC and Community Member Review

The CAC discussed including environmental justice community leaders in the project application review process, which requires adjusting the initially proposed timeline to the draft timeline below. With this inclusion, the anticipated timeline estimates grant agreements are finalized and project implementation begins in April 2026. However, the timeline will be revised once the necessary changes are implemented to integrate community reviewers.

March to May 2025	Stage 1: CAC identifies and prioritizes project types based on current proposal
May 2025	Board approves process; Staff work grant guidelines, communications and outreach
May	Staff research options and processes to support community member reviewers
June – September 2025	Staff implement changes (new policy, new outreach and selection process) to support community reviewers
August 2025	Release Grant Guidelines with 2 informational webinars to be recorded and posted
September – October	Search and selection of community reviewers
October 2025	Stage 2: Detailed proposals based on CAC priority project types due;
November 2025	Stage 3: CAC Ad Hoc Committee, environmental justice community members, and Air District review and score proposals
January 2026	CAC considers slate of projects for recommendation to CEHJ Committee
February 2026	CEHJ Committee considers final slate of projects for recommendation to the Board
March 2026	Board considers approving final slate of projects for grant awards

April 2026	Grant agreements are finalized and project implementation begins
April 2026 to March 2028	Grantees perform work, submitting regular grant reports and invoices



Community Benefit Fund Disbursement Plan

Community Equity, Health, and Justice Committee Meeting

April 9, 2025

William Goodwin, Community Advisory Council Member

Latasha Washington, Community Advisory Council Member

Presentation Outline

- Presentation Outcome, Outline, and Action
- Background
- Processes Considered and Not Selected by the CAC
- March 20, 2025 CAC Meeting Summary
- PAGP Program Elements
 - Grant Program Goals
 - Eligible Applicants and Projects
 - Funding Tiers
 - Grant Administration and Accountability

Presentation Outline (cont.)

- PAGP - Direct Grantmaking Process & Timeline
- Next Steps
- Requested Action
- Questions

Requested Action

- Recommend to the Board of Directors that the Board approve the Community Advisory Council's recommendation of "The People's Air Grant Program" with a direct grantmaking process for the disbursement of the Community Benefit Fund in a total amount of \$3 million

Background

- The Air District Board of Directors established the Community Benefit Fund, a one-time allocation of \$3 million intended to be community-directed and to benefit communities overburdened by air pollution.
- The CAC established the Community Benefit Fund Ad Hoc Committee to develop a recommended plan for the Community Benefit Fund for consideration by the Air District Board of Directors.
- The Community Benefit Fund Ad Hoc Committee membership has included over time: Council Members Fernando Campos, William Goodwin, John Kevin Jefferson, Mayra Pelagio, Charles Reed, Jeff Ritterman, Joy Massey, and Latasha Washington.

Background (cont.)

- The Community Benefit Fund Ad Hoc Committee explored different funding distribution pathways for the Community Benefit Fund:
 - Foundation-Managed Grant Process
 - Air District Managed Grant Program
 - Creating a new Air District-managed grant program
 - Directing funds to the James Cary Smith Community Grant Program
 - Traditional Participatory Budgeting
- The Community Benefit Fund Ad Hoc considered various names for the proposed program and voted to select the name: The People's Air Grant Program.

March 20, 2025 CAC Meeting

- At the CAC meeting, the Community Benefit Fund Ad Hoc Committee recommended the People's Air Grant Program (PAGP) based on participatory budgeting principles and design.
- The CAC agreed on the Core Elements of the PAGP but did not move forward with the Community Benefit Fund Ad Hoc Committee's recommendation
- The CAC agreed and voted to recommend a direct grantmaking process with CAC review of proposals & selection, and the inclusion of environmental justice community members in the project application review process

Processes Considered and Not Selected by the Community Advisory Council

PAGP - Participatory Grantmaking Process

- Key process element: public voting to select projects
- Program set up and implementation required two years
- Estimated program implementation cost: \$1.3 million

PAGP - Participatory Project Type Selection

- Key process element: public vote on project types to determine priorities
- Program set up and implementation required one year
- Estimated implementation cost: \$400,000



PAGP Program Elements

Grant Program Goals

- Grantees of the program would seek to advance one or more of the following:
 - Improve air quality and reduce local air pollution disparities, with a focus on communities most affected by air pollution and environmental injustices (impacted communities).
 - Equip impacted communities with tools and resources to reduce air pollution and improve public health outcomes.
 - Provide health care resources for people experiencing health problems resulting from exposure to air pollution.

Eligible Applicants & Projects

- Applicants must be community members from Bay Area counties and require a 501(c)(3) nonprofit or public agency partner.
- Projects must focus on improving air quality, reducing pollution disparities, and supporting environmental justice communities.
- Projects should align with at least one of the Air District's Strategic Plan goals and the CAC's Environmental Justice Priorities.
- Projects must demonstrate majority of benefits directed to low-income communities.

Eligible Applicants & Projects (cont.)

Eligible project examples:

- Health education on air pollution
- Community-led air quality research and monitoring
- Healthcare support for pollution-related illnesses
- Pollution mitigation (e.g., air filters, electrification, tree planting)

Funding Tiers

- Tier 1: \$75,000 annually (\$150,000 over 2 years per project)
- Tier 2: \$100,000 annually (\$200,000 over 2 years per project)
- Tier 3: \$200,000 annually (\$400,000 over 2 years per project)

Grant Administration & Accountability

- **Award Process:** Grants awarded through formal agreements with monitoring requirements
- **Reporting Requirements:**
 - Interim reports (6 months) and annual evaluations
 - Review of project outcomes related to making progress toward pollution reduction and/or health improvements
- **Non-Compliance Measures:**
 - Return of unspent funds
 - Possible termination of agreements for failure to meet commitments



PAGP - Direct Grantmaking Process (CAC recommendation)

PAGP-Direct Grantmaking Process (CAC Recommendation)

- **Stage 1: CAC Prioritizes Project Types**
 - CAC identifies and prioritizes eligible project types
- **Stage 2: Detailed Proposal Development based on Project Types**
 - Includes full project description, budget, timeline, and impact assessment
- **Stage 3: Proposal Review by CAC Ad Hoc Committee and staff**
 - Evaluated based on strategic alignment, feasibility, and benefit to impacted communities

PAGP - Direct Grantmaking Timeline

(CAC recommendation)

Estimated Timeframe	Grantmaking Process
May 2025	Air District Begins Implementing Program
May 2025	Stage 1: CAC Prioritizes Project Types
May - October	Research and implement new policy, outreach and selection process to support community reviewers, select community reviewers.
October 2025	Stage 2: Detailed Proposal Development based on Project Types
November 2025	Stage 3: Proposal Review by CAC Ad Hoc Committee and Staff
January-February 2026	CAC & CEHJ Consider Slate of Projects for Recommendation to the Board of Directors
March 2026	Board of Directors Considers Projects for Approval
April 2026	Grant Agreements Final
April 2026 - March 2028	Project Implementation

Next Steps

To integrate community members at-large in review process:

- **Administration**
 - Air District would need to create criteria, an outreach and selection process to find 2-3 reviewers, and policy to compensate reviewers
- **Expense**
 - Determine compensation for reviewers
- **Adjust timeline**
 - Update PAGP implementation timeline once payment policy, selection criteria, outreach and selection process are complete

Next Steps

- Recommendation presented to Air District Board of Directors for final approval
- If approved, program development and implementation begins

Requested Action

- Recommend to the Board of Directors that the Board approve the Community Advisory Council's recommendation of "The People's Air Grant Program" with a direct grantmaking process for the disbursement of the Community Benefit Fund in a total amount of \$3 million

Questions?

Questions/Feedback

For more information:

Miriam Torres, miriamtorres@baaqmd.gov

BAY AREA AIR DISTRICT
Memorandum

To: Chairperson Noelia Corzo and Members
of the Community Equity, Health and Justice Committee

From: Philip M. Fine
Executive Officer/APCO

Date: April 9, 2025

Re: Community Advisory Council Selection Process

RECOMMENDED ACTION

Adopt additional guidance for the Community Advisory Council member selection process and application questions for current councilmembers reapplying and for new candidates.

BACKGROUND

On February 19, 2025, Air District staff presented to the Community Equity, Health, and Justice (CEHJ) Committee the recruitment strategy and selection process for the thirteen (13) open Community Advisory Council (CAC) seats. Air District staff recapped the criteria established by the Board of Directors (Board) in Resolution No. 2023-14 and requested additional guidance. The Committee provided initial guidance and directed staff to come back to a future meeting with a proposal.

DISCUSSION

The process to fill the thirteen open CAC seats started at the March 20, 2025 CAC meeting where the CAC created a Member Selection Ad Hoc Committee (MSAHC). MSAHC will include CEHJ Committee Chair Noelia Corzo and selected CAC Members Cynthia Prieto-Diaz, Sejal Babaria, and Co-Chair Mayra Pelagio. The MSAHC will be tasked with reviewing applications and proposing a slate of candidates to this Committee and the Board. To support the selection process, Air District staff will provide the selection committee with a report of attendance for each member reapplying to include in their consideration and narrow the pool of new applicants by 50% for review by the Ad Hoc Committee. Air District staff will conduct the outreach, recruitment, and administration of the selection process.

Applicants will be scored using criteria adopted by the Board and additional guidance included in this packet for this Committee's consideration. The Board's criteria provide that priority should be given to individuals from Bay Area

communities overburdened by air pollution, environmental justice communities, and/or those with a history of partnering with environmental justice communities.

The selection criteria included in Board Resolution No. 2023–14 state that the Board shall appoint CAC members based on the following criteria:

1. Reflect the diverse demographics of the Bay Area;
2. Include generational history and experience living in communities heavily impacted by air pollution;
3. Demonstrate diversity of relevant experience—including environmental justice, technical expertise, health, and Air District functions or knowledge of the Air District; and
4. Have access to other people who have a range of relevant knowledge and technical experience that could help inform the CAC.

On February 19, 2025, this Committee provided initial guidance for the selection process and directed Air District staff to develop additional ideas for consideration. Air District staff incorporated this Committee's guidance and built on the existing criteria as noted in the attached applications. Moving forward, all applicants (returning and new) are required to disclose neighborhood level location in their application. Proposed additional guidance expanding on existing criteria (see points 1-4 copied above) for returning members reapplying:

- Effort in transferring knowledge gained and engaging community in the work of the CAC
- Use of experience with environmental justice communities to create impact
- Demonstrated conformity with the CAC Charter

All applicants (returning and new) will have a standard set of 14 questions and new applicants will have an additional four short answer questions including two certification and completion questions (a total of 20 questions). Existing applicants will have an additional five short answer questions including the two certification and completion questions (a total of 21 questions). For these details, please see attachments (i.e., New Applicants and Existing Applicants).

Proposed additional guidance for the selection of new applicants:

Reflect the Diverse Demographics of the Bay Area

- Members should represent the racial, ethnic, socioeconomic, geographic, and cultural diversity of the Bay Area.
- Consideration will be given to individuals from communities disproportionately impacted by air pollution.
- The Council will strive to include members across generations, ensuring representation from youth, working-age adults, and elders.

Demonstrate Lived Experience in Impacted Communities

- Preference for individuals with ties and/or direct experience living in communities that have historically faced high levels of air pollution and environmental injustice.
- Ability to bring a community-centered approach to air quality issues and policy recommendations.

Bring a Diversity of Relevant Expertise and Knowledge

- Members should have expertise or knowledge in one or more of the following areas:
 - Environmental justice
 - Community organizing
 - Public health and air quality-related health impacts
 - Climate resilience and adaptation
 - Technical or scientific air quality expertise
 - Regulatory or policy experience related to air quality and environmental justice
 - Experience engaging with the Air District or similar agencies

Demonstrate Community and Network Engagement

- Demonstrated ability to serve as a conduit for community perspectives by engaging with and listening to residents, advocates, and organizations.
- Access to and connections with diverse networks, including community-based organizations, technical experts, and policymakers.

Commitment to Collaborative Problem-Solving and Respectful Engagement

- Willingness to work across differences and collaborate in a diverse, multi-stakeholder setting.
- Open to engaging in constructive discussions on air quality policy, environmental justice, and equity solutions.
- Ability to work respectfully and civilly with Air District staff, Board members, and fellow CAC members.

Ability to Participate Meaningfully

- Capacity to attend and actively participate in scheduled meetings, working groups, and advisory processes.
- Commitment to staying informed on air quality, climate, and environmental justice issues relevant to the Council's work.

This Committee will discuss and consider approving the additional guidance, and applications for the selection of the 2026 slate of CAC members.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Stipends for the work of the CAC members selected to participate in the MSAHC are included in the budget for Fiscal Year ending 2025.

Respectfully submitted,

Philip M. Fine
Executive Officer/APCO

Prepared by: Lisa Flores and Miriam Torres
Reviewed by: Diana Ruiz

ATTACHMENT(S):

- 1. Air District's Community Advisory Council Application-Existing CAC Members Reapplying
- 2. Air District's Community Advisory Council Application-New Applicants
- 3. CAC Selection Overview Presentation

2025 Air District's Community Advisory Council Application-Existing CAC Members Reapplying

The Community Advisory Council makes recommendations to the Board of Directors and Executive Officer on equity and environmental justice to improve air quality. The Community Advisory Council will have 13 open seats at the end of 2025 and is recruiting now to fill those seats. The thirteen open seats are below and will be available for either two-year term or four-year terms:

- (1) Alameda County
- (4) Contra Costa County
- (1) San Francisco County
- (1) San Mateo County
- (2) Santa Clara County
- (1) Solano County
- (2) At-large
- (1) Youth

The Air District values and welcomes diversity. The Air District encourages applicants of all genders, racial, and ethnic groups from the nine (9) counties. All applications will be fully considered and priority will be given to individuals from highly impacted communities.

Individuals appointed to the Community Advisory Council will receive stipends and reimbursements according to the compensation policy for the Community Advisory Council.

Please be aware that information submitted via individual applications is public information. In addition, applicants who are selected will be asked to complete a Form 700 to assess conflict of interest. For more information, please contact the Air District at 415.749.5000 or via email: communityadvisorycouncil@baaqmd.gov

NOTE: Minors (under the age of 18) applying for a position on the Community Advisory Council are required to have a legal guardian review and certify the application. Please answer the following questions as completely as possible. Applicants are encouraged to complete all questions for consideration.

* Required

* This form will record your name, please fill your name.

Criteria:

1. Reflect the diverse demographics of the Bay Area
2. Include generational history and experience living in communities heavily impacted by air pollution
3. Demonstrate diversity of relevant experience – including environmental justice, technical expertise, health, and Air District functions or knowledge of the Air District
4. Have access to other people who have a range of relevant knowledge and technical experience that could help inform the Community Advisory Council

Additional Guidance:

This additional guidance expands on the criteria noted above.

- Effort in transferring knowledge gained and engaging community in the work of the Community Advisory Council
- Use of experience with environmental justice communities to create impact
- Demonstrated conformity with the CAC Charter

1. Full Name *

2. Residence (full address, if applicable; if unhoused, please write unhoused): *

3. Place/Address of Work (if applicable):

4. Email *

5. Phone Number *

6. What are the best ways to contact you? (Select all that apply) *

Email

Phone

Text

Other

7. Select the seat (County, youth, **or** at-large) that you are applying to represent: *

- Alameda
- Contra Costa
- San Francisco
- San Mateo
- Santa Clara
- Solano
- At-large
- Youth

8. What community within your County do you represent (For example, Bay View Hunter's Point in San Francisco County)? *

9. If you are applying for the youth seat, are you between 14-24 years old? *

- Yes
- No

10. Do you speak a language other than English at home? If so, which language? *

11. Are you related to an Air District employee or Board member? *

12. If related to an Air District employee or Board member, what is their name and their relationship to you? *

13. List any special areas that you are an expert in relevant to the issues your county faces (For example, if you live in Marin, Napa, or Sonoma counties - wildfire management, agriculture, etc.): *

14. Are you applying for a 2-year or 4-year term? *

2-year term

4-year term

Interest in Joining the Community Advisory Council

Short Answer Questions

15. What was your main purpose in joining the CAC? How have you achieved that purpose? (Minimum word count: 200 words, maximum word count: 500 words) *

16. Please state how your experience helped to inform and advance the work of the CAC. List the Ad Hoc Committee(s) you participated in. Discuss your contributions to the work of the ad hoc, and how it helped to advance the work of the ad hoc. (Minimum word count: 200 words, maximum word count: 500 words) *

17. Share how have you exemplified civility during your tenure on the CAC. (Minimum word count: 200 words, maximum word count: 500 words) *

18. What knowledge have you gained as a CAC member and how have you shared it with your community? (Minimum word count: 200 words, maximum word count: 500 words) *

19. Describe how you see your role as a returning CAC member and how you plan to be fully engaged with the CAC's work? (Minimum word count: 200 words, maximum word count: 500 words) *

Certification/Completion

20. I certify that all the information included in this application is true to the best of my knowledge *

Yes

21. If you are under the age of 18 applying for a position on the Community Advisory Council, a legal guardian is required to review and certify they agree with the commitments to participating in the Community Advisory Council and the information shared in this application. (Note: Description of responsibilities includes information about late night meetings, often ending by 10 p.m. and overnight retreats). *

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.

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Air District's Community Advisory Council Application- New Applicants

The Community Advisory Council makes recommendations to the Board of Directors and Executive Officer on equity and environmental justice to improve air quality. The Community Advisory Council will have 13 open seats at the end of 2025 and is recruiting now to fill those seats. The thirteen open seats are below and will be available for either two-year term or four-year terms:

- (1) Alameda County
- (4) Contra Costa County
- (1) San Francisco County
- (1) San Mateo County
- (2) Santa Clara County
- (1) Solano County
- (2) At-large
- (1) Youth

The Air District values and welcomes diversity. The Air District encourages applicants of all genders, racial, and ethnic groups from the nine (9) counties. All applications will be fully considered and priority will be given to individuals from highly impacted communities.

Individuals appointed to the Community Advisory Council will receive stipends and reimbursements according to the compensation policy for the Community Advisory Council.

Please be aware that information submitted via individual applications is public information. In addition, applicants who are selected will be asked to complete a Form 700 to assess conflict of interest. For more information, please contact the Air District at 415.749.5000 or via email: communityadvisorycouncil@baaqmd.gov

NOTE: Minors (under the age of 18) applying for a position on the Community Advisory Council are required to have a legal guardian review and certify the application. Please answer the following questions as completely as possible. Applicants are encouraged to complete all questions for consideration.

* Required

Criteria:

1. Reflect the diverse demographics of the Bay Area
2. Include generational history and experience living in communities heavily impacted by air pollution
3. Demonstrate diversity of relevant experience – including environmental justice, technical expertise, health, and Air District functions or knowledge of the Air District
4. Have access to other people who have a range of relevant knowledge and technical experience that could help inform the Community Advisory Council

Additional Guidance:

This additional guidance expands on the criteria noted above.

Reflect the Diverse Demographics of the Bay Area

- Members should represent the racial, ethnic, socioeconomic, geographic, and cultural diversity of the Bay Area. Consideration will be given to individuals from communities disproportionately impacted by air pollution.
- The Council will strive to include members across generations, ensuring representation from youth, working-age adults, and elders.

Demonstrate Lived Experience in Impacted Communities

- Preference for individuals with ties and/or direct experience living in communities that have historically faced high levels of air pollution and environmental injustice.
- Ability to bring a community-centered approach to air quality issues and policy recommendations.

Bring a Diversity of Relevant Expertise and Knowledge

- Members should have expertise or knowledge in one or more of the following areas:
 - Environmental justice
 - Community organizing
 - Public health and air quality-related health impacts
 - Climate resilience and adaptation
 - Technical or scientific air quality expertise
 - Regulatory or policy experience related to air quality and environmental justice
 - Experience engaging with the Air District or similar agencies

Demonstrate Community and Network Engagement

- Demonstrated ability to serve as a conduit for community perspectives by engaging with and listening to residents, advocates, and organizations.
- Access to and connections with diverse networks, including community-based organizations, technical experts, and policymakers.

Commitment to Collaborative Problem-Solving and Respectful Engagement

- Willingness to work across differences and collaborate in a diverse, multi-stakeholder setting.
- Open to engaging in constructive discussions on air quality policy, environmental justice, and equity solutions.
- Ability to work respectfully and civilly with Air District staff, Board members, and fellow Community Advisory Council members.

Ability to Participate Meaningfully

- Capacity to attend and actively participate in scheduled meetings, working groups, and advisory processes.
- Commitment to staying informed on air quality, climate, and environmental justice issues relevant to the Council's work.

1. Full Name *

2. Residence (full address, if applicable; if unhoused, please write unhoused): *

3. Place/Address of Work (if applicable):

4. Email *

5. Phone Number *

6. What are the best ways to contact you? (Select all that apply) *

- Email
- Phone
- Text
- Other

7. Select the seat(s) (County, youth, **or** at-large) that you are applying to represent *

- Alameda
- Contra Costa
- San Francisco
- San Mateo
- Santa Clara
- Solano
- At-large
- Youth

8. What community within your County do you represent (For example, Bay View Hunter's Point in San Francisco County)? *

9. If you are applying for the youth seat, are you between 14-24 years old?

Yes

No

10. Do you speak a language other than English at home? If so, which language? *

11. Are you related to an Air District employee or Board member? *

12. If related to an Air District employee or Board member, what is their name and their relationship to you?

13. List any special areas that you are an expert in relevant to the issues your county faces (For example, if you live in Marin, Napa, or Sonoma counties - wildfire management, agriculture, etc.): *

14. Are you applying for a 2-year or 4-year term? *

2-year term

4-year term

Interested in Joining the Community Advisory Council

Short Answer Questions

15. Please state your reasons for wanting to serve on the Air District's Community Advisory Council. Please share how/why you feel you can represent the community where you live or work. If applicable, share the organization(s) and/or groups you worked with, location or community and the length of time. (Minimum word count: 200 words, maximum word count: 500 words) *

16. Please share a personal connection to your community, your perspective on the diversity of your community and provide examples of your familiarity with the area and your own personal investment in the area. Please also include your personal history in the area, such as when you or your family moved there or began working in the area (generational history in the community). (Minimum word count: 200 words, maximum word count: 500 words) *

17. Briefly state your areas of expertise and/or experience with and/or interest in air quality, environmental justice, health, and social equity, climate change, community outreach or other closely related fields as noted in the guidelines. Reflect on how your interests connect to the Environmental Justice Priorities of the Community Advisory Council. (Minimum word count: 200 words, maximum word count: 500 words) https://www.baaqmd.gov/~/_media/files/board-of-directors/community-advisory-council/foundational-documents/airdistrict-calltoaction-r9-pdf.pdf?rev=82616b16385c41b4ba923989d13a9c79&sc_lang=en *

18. Please also provide examples of what civility means to you in a professional or community context, especially in interactions with colleagues, stakeholders, the public, civil servants, and government staff. (Minimum word count: 200 words, maximum word count: 500 words) *

Certification/Completion

19. I certify that all the information included in this application is true to the best of my knowledge. *

Yes

20. If you are under the age of 18 applying for a position on the Community Advisory Council, a legal guardian is required to review and certify they agree with the commitments to participating in the Community Advisory Council and the information shared in this application. (Note: Description of responsibilities includes information about late night meetings, often ending by 10 p.m. and overnight retreats). *

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 Microsoft Forms



Community Advisory Council (CAC) Selection Process

Community Equity, Health, and Justice Committee

April 9, 2025

Lisa Flores
Staff Specialist II
Environmental Justice Division

Recommended Action

- Adopt additional guidance for the Community Advisory Council member selection process and application questions for current Community Advisory Council members reapplying and for new candidates

Outline

- Background
- Board of Directors (Board) Selection Criteria
- Proposed Guidance for Selection of New Applicants
- Proposed Guidance for Selection of Existing CAC Members Reapplying
- Application for New Applicants
- Application for Existing Council Members
- Process & Timeline

Background

- On February 19, this Committee discussed the establishment of the CAC, terms, seats, outreach strategy, and existing criteria
- The Committee discussed the selection process for the thirteen (13) open CAC seats
- Air District staff received initial guidance from the Committee

Board Selection Criteria

Selection criteria included in Board Resolution No. 2023 – 14:

1. Reflect the diverse demographics of the Bay Area;
2. Include generational history and experience living in communities heavily impacted by air pollution;
3. Demonstrate diversity of relevant experience—including environmental justice, technical expertise, health, and Air District functions or knowledge of the Air District; and
4. Have access to other people who have a range of relevant knowledge and technical experience that could help inform the CAC

Priority should be given to individuals from Bay Area communities overburdened by air pollution, environmental justice communities, and/or those with a history of partnering with environmental justice communities.

Proposed Additional Guidance for Selection of New Applicants

Guidance from CEHJ Committee on February 19:

- Inquire on neighborhood-level location

Additional proposed guidance expanding on existing criteria:

- Reflect the Diverse Demographics of the Bay Area
- Demonstrate Lived Experience in Impacted Communities
- Bring a Diversity of Relevant Expertise and Knowledge
- Demonstrate Community and Network Engagement
- Commitment to Collaborative Problem-Solving and Respectful Engagement
- Ability to Participate Meaningfully

Proposed Additional Guidance for Selection of Existing CAC Members Reapplying

Guidance from CEHJ Committee on February 19:

- Inquire on neighborhood-level location
- Proposed slate needs to balance new and returning members

Additional proposed guidance expanding on existing criteria:

- Effort in transferring knowledge gained and engaging community in the work of the CAC
- Use of experience with environmental justice communities to create impact
- Demonstrated conformity with CAC Charter

Application for New Applicants

15. Please state your reasons for wanting to serve on the Air District's CAC. Please share how/why you feel you can represent the community where you live or work. If applicable, share the organization(s) and/or groups you worked with, location or community and the length of time.
16. Please share a personal connection to your community, your perspective on the diversity of your community and provide examples of your familiarity with the area and your own personal investment in the area. Please also include your personal history in the area, such as when you or your family moved there or began working in the area (generational history in the community).

Application for New Applicants (continued)

17. Briefly state your areas of expertise and/or experience with and/or interest in air quality, environmental justice, health, and social equity, climate change, community outreach or other closely related fields as noted in the guidelines. Reflect on how your interests connect to the Environmental Justice Priorities of the CAC.
18. Please also provide examples of what civility means to you in a professional or community context, especially in interactions with colleagues, stakeholders, the public, civil servants, and government staff.

Application for Existing CAC Members

15. What was your main purpose in joining the CAC? How have you achieved that purpose?

16. Please state how your experience helped to inform and advance the work of the CAC. List the Ad Hoc Committee(s) you participated in. Discuss your contributions to the work of the ad hoc, and how it helped to advance the work of the ad hoc.

Application for Existing CAC Members (continued)

17. Share how have you exemplified civility during your tenure on the CAC.
18. What knowledge have you gained as a CAC member and how have you shared it with your community?
19. Describe how you see your role as a returning CAC member and how you plan to be fully engaged with the CAC's work?

Process & Timeline

2025

- April: First Member Selection Ad Hoc Committee meeting
- May: Application period opens
- June: Application period closes; Second ad hoc committee meeting
- June/July: CAC application review begins
- July: Application review period ends; Third ad hoc committee meeting
- September: CEHJ considers recommended candidates
- October: Board considers recommended candidates for approval
- November-December: CAC member onboarding

January 2026: New slate attends CAC meeting

Recommended Action

- Adopt additional guidance for the Community Advisory Council member selection process and application questions for current Community Advisory Council members reapplying and for new candidates

Questions?

For more information:

Lisa Flores

Staff Specialist

Environmental Justice Division

lflores@baaqmd.gov

BAY AREA AIR DISTRICT
Memorandum

To: Chairperson Noelia Corzo and Members
of the Community Equity, Health, and Justice Committee

From: Philip M. Fine
Executive Officer/APCO

Date: April 9, 2025

Re: Marie Harrison Environmental Justice Scholarship Program Update

RECOMMENDED ACTION

None; the Committee will discuss this item, but no action is requested at this time.

BACKGROUND

The Marie Harrison Environmental Justice scholarship program honors the life, work, and legacy of Marie Harrison, an environmental justice leader from Bayview Hunters Point in San Francisco. Ms. Marie Harrison spent decades working to bring environmental, health and social justice to the Bayview Hunters Point community in San Francisco. For twenty of those years, Ms. Harison worked with Greenaction for Health and Environmental Justice. She then served on Greenaction's Board of Directors until she passed away in May 2019. Ms. Harrison's actions inspired environmental justice communities throughout the Bay Area and California.

The Marie Harrison Environmental Justice Scholarship program provides \$5,000 in scholarships to college students. Eligible college students must demonstrate a passion for improving environmental health and air quality in overburdened, frontline communities of the Bay Area and who have experience doing environmental justice work.

DISCUSSION

Air District staff and Arieann Harrison, Founder and Executive Director of the Marie Harrison Community Foundation, will provide a brief overview of the program, an update from the year two awardees, and a review of the application process and outreach for year three.

From 2023 to 2024, the Air District supported the development of the Marie Harrison Environmental Justice scholarship program in the amount of \$60,000 including \$40,000 awarded in scholarships. In 2024, the Program awarded nine scholarships in

the total amount of \$45,000. The nine scholarship awardees are Alexis Rodriguez, Delilah Alviles, Annisia Williams, Fona Ou, Dominick Ramirez, Hillary Khuu, Joel Carrillo, Moez Rehman, and Steadmon Sercie.

The Air District continues to support the Marie Harrison Environmental Justice Scholarship program this year in the amount of \$84,000, including \$60,000 in scholarships. The Air District is accepting scholarship applications through May 30, 2025. The Marie Harrison Community Foundation and the Air District will conduct outreach across the Bay Area to notify eligible students at schools, after-school programs, youth leadership programs, Assembly Bill 617 sites, and to James Cary Smith Grantees about the scholarship. After the application window closes, the scholarship applications will be reviewed, and twelve winners will be selected. Winners receive mentorship and support from the Marie Harrison Community Foundation.

Recently, Air District staff presented the Committee with the Diversity, Equity, and Inclusion (DEI) Action Plan. The DEI office is exploring developing an additional scholarship opportunity at the Air District in the coming years.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funds for this contract were already approved in Program 302 for \$84,000 in Fiscal Year 2024-2025.

Respectfully submitted,

Philip M. Fine
Executive Officer/APCO

Prepared by: Daniel Madrigal
Reviewed by: Diana Ruiz

ATTACHMENT(S):

1. Marie Harrison Environmental Justice Scholarship Program Update Presentation



Marie Harrison Environmental Justice Scholarship Program Update

Community Equity, Health, and Justice Committee

April 9, 2025

Arieann Harrison
Executive Director
Marie Harrison
Community Foundation

Daniel S. Madrigal
Senior Staff Specialist
Environmental Justice
Division

Agenda

- Introduce Marie Harrison Community Foundation
- Overview of Marie Harrison Environmental Justice Scholarship
- Report on second year of the scholarship
- Share plans for third year of the scholarship

Marie Harrison



MARIE HARRISON, MOTHER OF THE MOVEMENT FOR ENVIRONMENTAL JUSTICE.

Images from the Marie Harrison Community Foundation website: canwelive.org

Marie Harrison Community Foundation



Scholarship Goals

- Honor the life of Marie Harrison, an environmental justice leader and supporter of impacted youth, who worked to bring environmental, health and social justice to the Bayview Hunters Point
- Support college students who demonstrate a passion for improving environmental health and air quality in the overburdened frontline communities of the Bay Area
- Support Air District's values of excellence, leadership, collaboration, and equity

Scholarship Criteria

- Demonstrate acceptance to a post-secondary school academic institution, college or university
- Demonstrate need for financial assistance to attend post-secondary school
- Attended high school within the Bay Area of Northern California.
- Resided in a neighborhood impacted by environmental pollution
- Applicants interested in social justice, environmental science, environmental justice, law, policy and urban planning are preferred

Review of 2024 Scholarships

- \$64,000 provided by the Air District for year two
- 37 applications received
- Awarded nine scholarships of \$5,000 for a total of \$45,000
- Worked with awardees to support educational goals

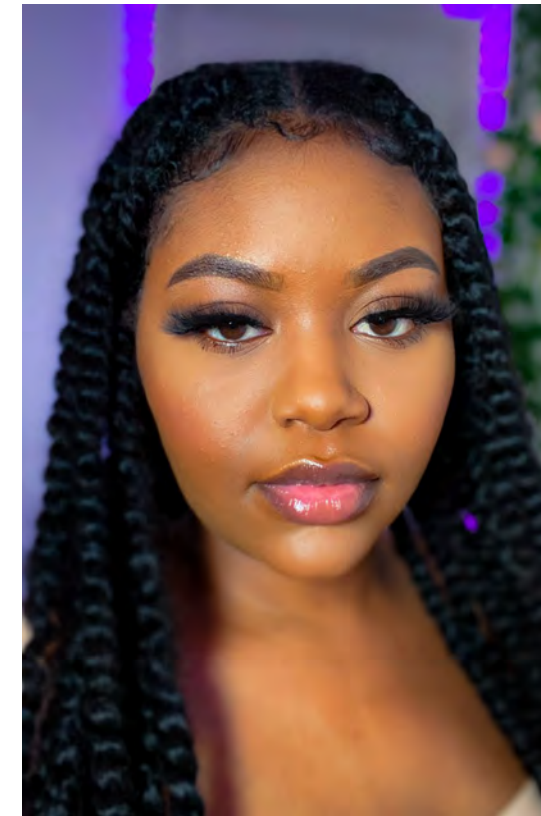
2024 Scholarship Winners



Alexis Rodriguez



Delilah Alviles



Annisia Williams

2024 Scholarship Winners



Fona Ou



Dominick Ramirez



Hillary Khuu

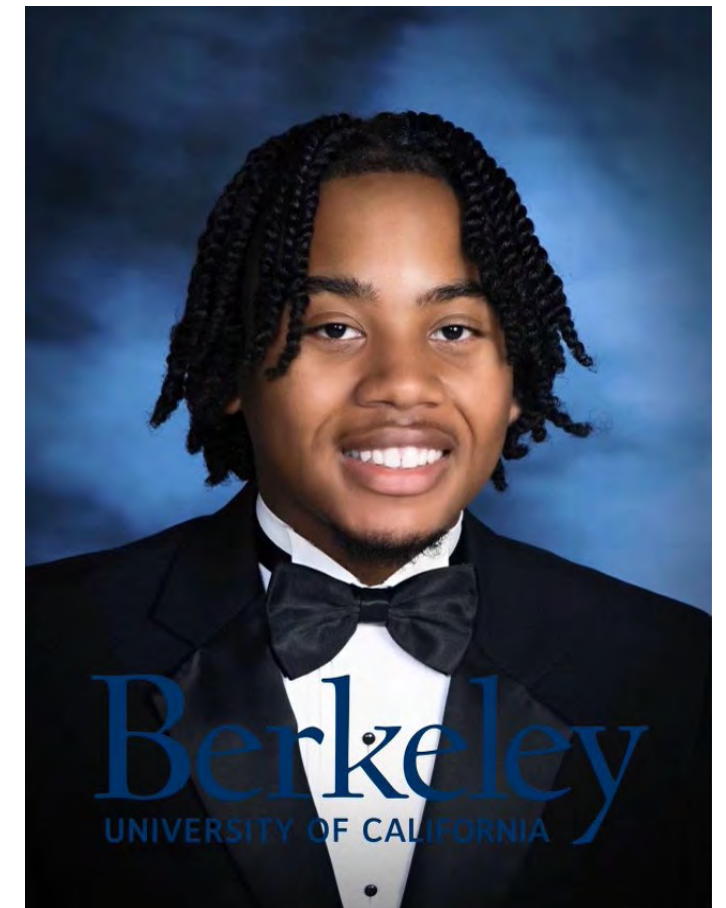
2024 Scholarship Winners



Joel Carrillo (right)



Moez Rehman



Steadmon Sercie

Marie Harrison Environmental Justice Scholarship Year 3

- Scholarship application is open until May 30, 2025: bit.ly/MHEJ2025
- Next steps:
 - Outreach across the Bay Area to notify eligible students at schools, after school programs, youth leadership programs, Assembly Bill 617 sites, and to James Cary Smith Grantees
 - Review applications, select awardees, and distribute funds
 - Mentor and support scholarship recipients
 - Distribute twelve scholarships of \$5,000 for a total of \$60,000

Questions/Feedback

- Help us get the word out and share the Marie Harrison Scholarship program: bit.ly/MHEJ2025
- If you have any questions, feel free to reach out to us at
 - Ariann Harrison, Executive Director of The Marie Harrison Community Foundation. a.harrison@sfmhcf.org
 - Daniel Madrigal, Senior Staff Specialist dmadrigal@baaqmd.gov

BAY AREA AIR DISTRICT
Memorandum

To: Chairperson Noelia Corzo and Members
of the Community Equity, Health, and Justice Committee

From: Philip M. Fine
Executive Officer/APCO

Date: April 9, 2025

Re: Assembly Bill 617 Program Update

RECOMMENDED ACTION

None; the Committee will discuss this item, but no action is requested at this time.

BACKGROUND

The California legislature adopted and the Governor signed Assembly Bill (AB) 617 into law in 2017 and the California Air Resources Board (CARB) established the Community Air Protection Program (CAPP) to implement AB 617. This state-mandated program focuses on improving local air quality and health in disproportionately impacted communities. Since the passage of AB 617, the following four environmental justice communities within the Air District's jurisdiction have been approved by CARB for development of community emissions reduction plans (CERP): West Oakland, Richmond-North Richmond-San Pablo, East Oakland and Bayview Hunters Point/Southeast San Francisco (BVHP/SESF).

DISCUSSION

Community Steering Committees and Community Leadership

Each community has a Community Steering Committee (CSC) that meets monthly to guide and inform the development and/or implementation of the CERPs. Monthly CSC meetings for all communities, except West Oakland, include translated materials and language interpretation. In West Oakland, East Oakland and BVHP/SESF, there are long-standing community-based organizations (CBOs) that Co-Lead the process with the Air District. These CBOs help guide decision-making related to the CERP, including decisions about effective community outreach and engagement to represent the diversity of the communities and how to further environmental justice goals. In Richmond-North Richmond-San Pablo, three CSC members serve as Leads.

West Oakland

West Oakland is the first Bay Area community selected for a CERP in August 2018. *Owning Our Air: The West Oakland Community Action Plan (WOCAP)* is the CERP developed to reduce the health effects of air pollution in West Oakland. The Board of Directors adopted the WOCAP in 2019. On October 9, 2024, the Committee received an update on five years of implementation in the presentation, *Fifth Year Annual Report: Owning Our Air: The West Oakland Community Action Plan (WOCAP)*.

On February 5, 2025, the Board of Directors approved a two-year Grant Agreement awarded to the West Oakland Environmental Indicators Project (WOEIP) to support activities, coordination, project administration, facilitation, and stakeholder engagement focused on the implementation of the WOCAP strategies. The Grant Agreement will go into effect on March 31, 2025.

The success of the WOCAP reflects a joint effort between WOEIP and the Air District. In 2025, WOEIP has become the sole lead organization working with the WOCAP CSC, a group of residents, researchers/academics, public agencies (including the Air District), non-profits, and community institutions, to track, monitor, and report on the status of implementation of WOCAP strategies. For years six and seven (2025 – 2026), WOCAP implementation, will focus its efforts on continuing implementation of sixteen (16) WOEIP and CSC led WOCAP strategies. WOEIP will track, monitor, and report to the CSC and the Air District on the implementation of these strategies.

Richmond-North Richmond-San Pablo

In September 2018, CARB approved the Air District's recommendation to develop a community air monitoring plan (CAMP) in Richmond-North Richmond-San Pablo (also known as the Path to Clean Air or PTCA) to identify and understand areas of elevated air pollution exposure in these communities. In September 2020, CARB approved the Air District's recommendation to develop a CERP for the PTCA area.

In 2021, the CSC convened to develop a CERP. The CSC comprises people who work, live or grew up in the area. The CSC has 23 voting community members and four non-voting members that represent local businesses, local trade unions and/or industrial companies, and designated city and county representatives.

The PTCA includes areas of the cities of Richmond and San Pablo and unincorporated Contra Costa County, including North Richmond. The area is characterized by major pollution sources with disproportionately high health burdens that are the focus of the CERP. The PTCA CERP has four overarching goals that include: 1) Just Transition, 2) Health, 3) Community Engagement, and 4) Hold Government Accountable. Additionally, the PTCA CERP includes 140 actions that are grouped into 31 strategies across five community concerns: Commercial and

Industrial, Fuel Refining, Marine and Rail, Public Health, and Mobile Sources. The PTCA CERP also addresses four cross-cutting issues including: Compliance and Enforcement, Land Use, Properly Resourced CERP, and Urban Greening. On May 1, 2024, the Air District Board of Directors approved the PTCA CERP.

At the October 28, 2024 CSC meeting members discussed and voted to approve a Year One Implementation Plan that includes a set of actions to be implemented and tracked between October 2024 through September 2025. On November 7, 2024 the CARB Executive Officer officially approved the PTCA CERP.

East Oakland

Following many years of community advocacy, in February 2022, CARB approved the Air District's recommendation to develop a CERP for the East Oakland community. The Air District has partnered with Communities for a Better Environment (CBE) as a Co-Lead to establish and convene the East Oakland CSC to guide the development of the CERP, including supporting strategy development and community engagement efforts.

The East Oakland CSC consists of 24 members who either live or work in East Oakland representing one or more of the following sectors: CBOs, non-profits, youth, youth organizations, faith communities, education, government, health, or business/industry representatives from East Oakland. CSC meetings are convened by the Co-Leads, the Air District and CBE, and three Co-Chairs. The CSC held its first meeting on September 17, 2022 and has continued to meet every month except for January. The CSC also has a Youth Committee, which CBE supports.

The East Oakland CSC and Co-Leads have accomplished the following CERP Milestones:

- Adopted a Charter
- Elected CSC Co-Chairs
- Developed Community Vision and Guiding Principles
- Adopted the Community Boundary
- Completed the Emissions Inventory
- Gathered Health Inequities and Compliance and Enforcement Data
- Conducted a Community Mapping Project and outreach through a Mini-Grants process

The East Oakland CSC and Co-Leads are in the final stages of developing CERP strategies and actions and will soon finalize the CERP Goals and Community Profile that will be included in the plan. Air District staff anticipate completing a draft CERP by the second quarter of 2025, with a public review and comment period to follow. The Co-Leads have begun implementing a robust community engagement effort to expand outreach to East Oakland community members. This effort will increase

community inclusion, accessibility and participation in reviewing CERP strategies and actions. As part of this effort, the Air District launched a second round of mini-grants to partner with four local non-profit organizations to conduct community outreach and engagement focused on the CERP. The Co-Leads expect to bring the CERP to the CSC for adoption in winter 2026. After approval by the CSC, the CERP will be brought to the Board of Directors for consideration.

Bayview Hunters Point/Southeast San Francisco (BVHP/SESF)

CARB approved the Air District's recommendation of BVHP/SESF to develop a CERP in February 2023. The Air District has partnered with Community Co-Leads, Bayview Hunters Point Community Advocates and Marie Harrison Community Foundation, to recruit community members to create a CSC, guide CERP timeline and development, and support community engagement.

In January 2024 the Co-Leads convened the first meeting of the BVHP/SESF CSC. The BVHP/SESF CSC has 25 community members who either live or work in BVHP/SESF representing one or more of the following sectors: residents, CBOs, non-profits, labor, youth organizations, education, or business/industry. The CSC meets in BVHP/SESF and meetings are convened by the Co-Leads and two Co-Chairs.

The BVHP/SESF CSC and Co-Leads have accomplished the following CERP Milestones:

- Adopted a Charter
- Elected CSC Co-Chairs
- Created a Community Map of Sensitive Receptor Sites and Pollution Concerns
- Adopted the Community Boundary
- Convened a subcommittee to review emissions inventory and identify potential gaps in Air District data on emissions sources

On February 21, 2025, the Air District and the CSC requested a CERP extension from CARB seeking a July 31, 2026 deadline to complete and deliver the CERP. In the next phase, the BVHP/SESF Co-Leads and CSC will finalize CERP Vision and Principles, confirm Community Concerns, and begin developing CERP strategies, actions, and goals. The Co-Leads expect to hold a Community Town Hall in late 2025 and bring the CERP to the CSC for adoption in summer 2026.

BUDGET CONSIDERATION/FINANCIAL IMPACT

This work is included in the Fiscal Year Ending 2025 budget for the AB 617 Program and is funded by AB 617 Community Air Protection Program (CAPP) Implementation funds.

Respectfully submitted,

Philip M. Fine
Executive Officer/APCO

Prepared by: Diana Ruiz, Karissa White, Aneesh Rana, Daniel Madrigal

Reviewed by: Diana Ruiz, Wendy Goodfriend

ATTACHMENT(S):

1. Assembly Bill 617 Program Update



Assembly Bill 617 Program Update

Community Equity, Health, and Justice Committee

April 9, 2025

Diana Ruiz, Acting Director, Environmental Justice Division

Karissa White, Staff Specialist II

Aneesh Rana, Senior Staff Specialist

Daniel Madrigal, Senior Staff Specialist

Environmental Justice Division

Assembly Bill (AB) 617 Overview



Designated AB 617 communities in California. Map from California Air Resources Board.

- State mandated program that responds to the history of environmental injustice
- Focused on reducing exposure in communities most impacted by air pollution
- Committed to deep partnerships with community to develop and implement new strategies to measure air pollution and reduce health impacts

West Oakland Overview

- West Oakland is neighborhood located adjacent to the Port of Oakland and surrounded by three major freeways
- Designated AB 617 Community August 2018
- The Community Emissions Reduction Plan (CERP) was adopted in 2019 and completed its five years of implementation in December 2024



West Oakland housing adjacent to the Port and Freeways

West Oakland Milestones

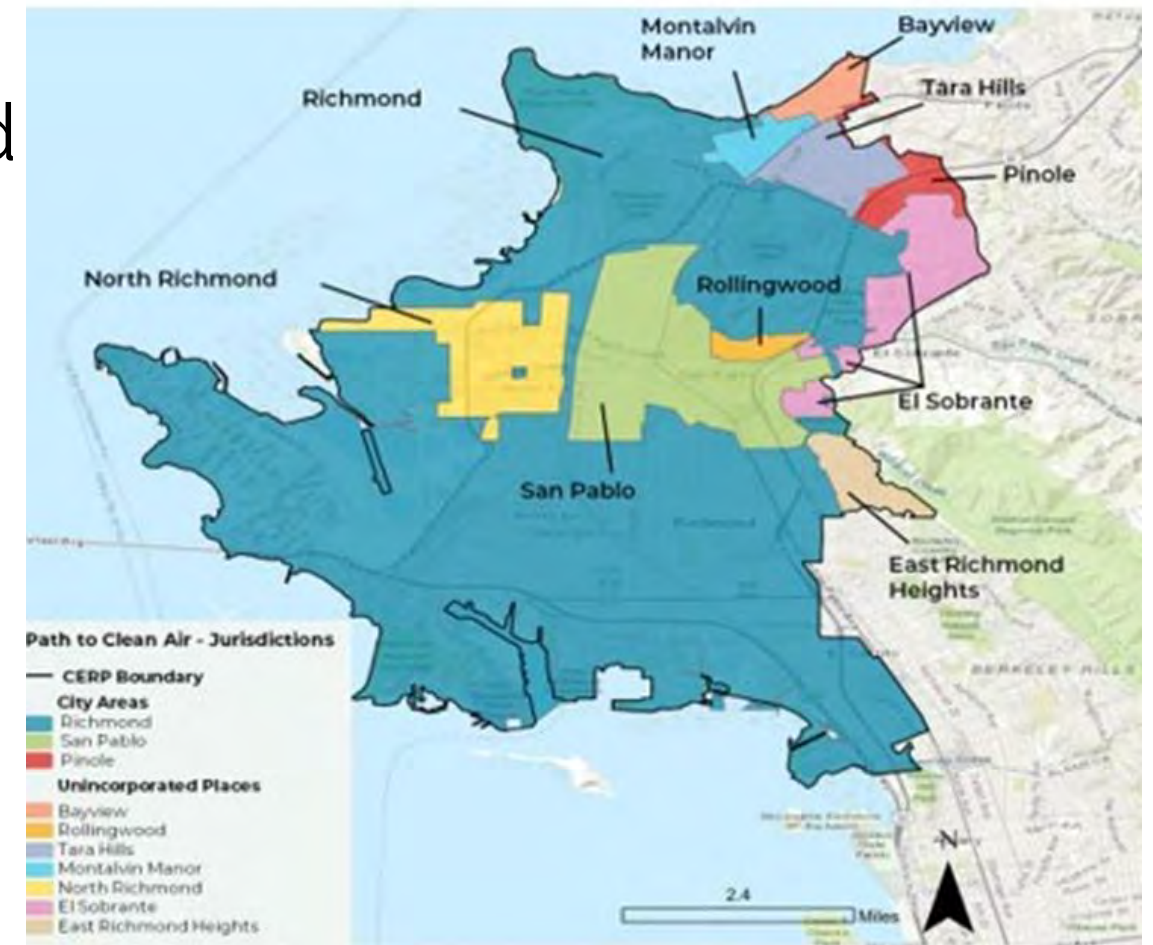
- Five Years of Implementation (completed)
- Prescott Greening Project (in progress)
- Street Sweeping and Road Dust Study (in progress)

Next Steps for West Oakland

- West Oakland Environmental Indicators Project (WOEIP) Grant Agreement will go into effect on March 31, 2025
- Further implementation of the West Oakland Community Action Plan (WOCAP) will focus on 16 strategies over the next two years
- WOEIP is the sole lead working on year six and seven of WOCAP implementation

Richmond-North Richmond-San Pablo Overview

- Includes areas of Richmond, North Richmond, San Pablo and unincorporated Contra Costa County
- Designated AB 617 CERP Community September 2020
- Community Steering Committee (CSC) convened in 2021 to develop a CERP
- CSC is comprised of up to 27 individuals who work, live or grew up in the area



Community Emission Reduction Plan Boundary and Jurisdictions

Richmond-North Richmond-San Pablo Milestones

- Air District Board of Directors approved CERP in May 2024
- CSC approved a Year One Implementation Plan in October 2024
 - Including implementation framework and priority strategies
- CSC Recruitment Ad Hoc Committee and CSC members selected 10 new members in February 2025
- New Standing Committees will form in April 2025 for Just Transition and Community Benefits Policy

Next Steps for Richmond-North Richmond-San Pablo

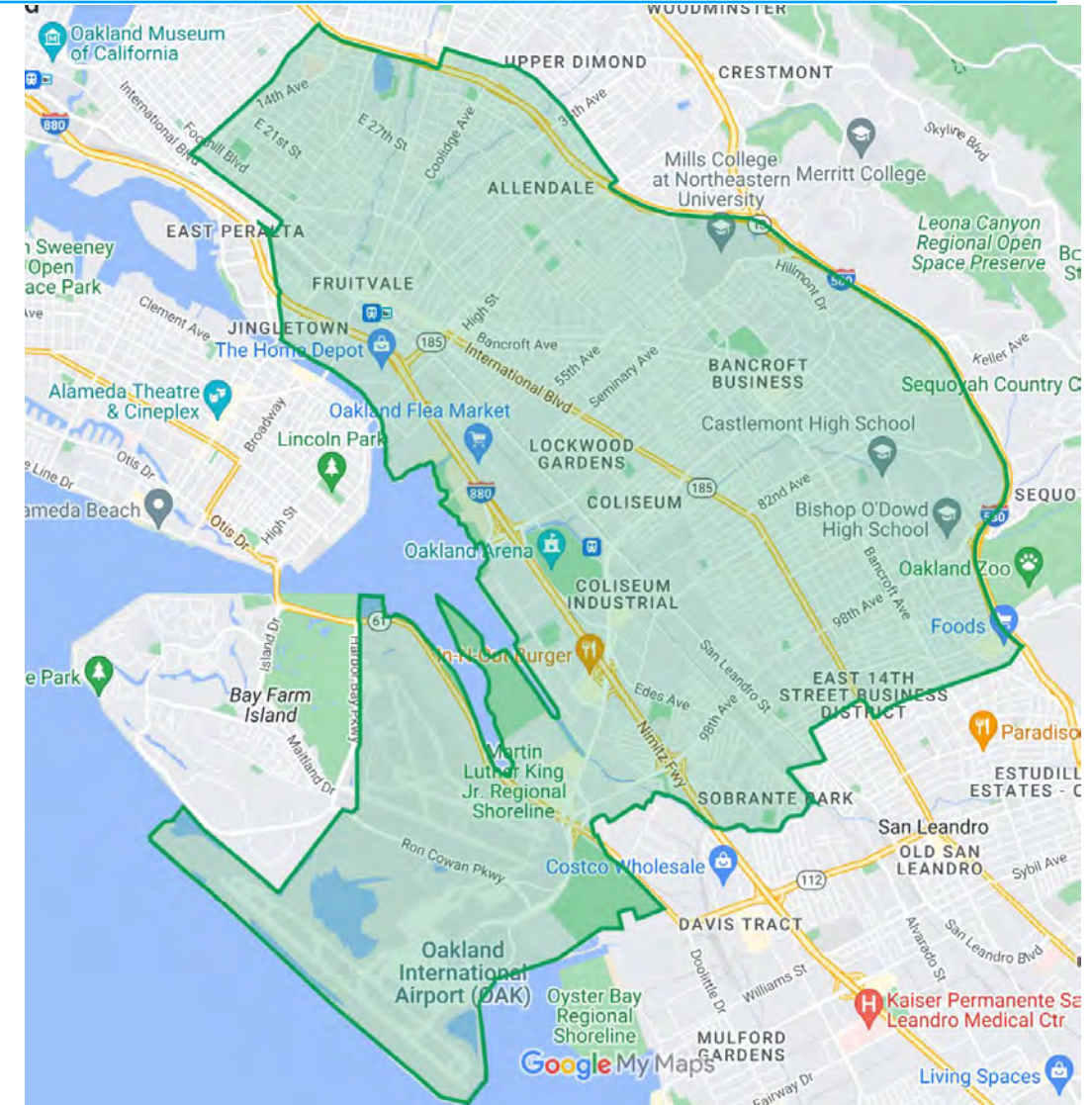
- Year 1 implementation continues
- Two standing committees to be created
- First annual progress report in October 2025



Richmond-North Richmond-San Pablo CSC Meeting

East Oakland Overview

- Designated AB 617 CERP Community February 2022
- Co-Lead with Communities for a Better Environment (CBE)
- CSC started in September 2022
- 27 monthly CSC meetings held, convened by Co-Leads and three CSC Co-Chairs
- CSC is comprised of 24 individuals who work or live in the area



AB 617 Planning Area for East Oakland

East Oakland Milestones

Completed Milestones:

- CSC Charter Agreement
- Vision & Principles
- Community Boundary
- Emissions Inventory
- Health Inequities Data
- Compliance & Enforcement Data
- Community Mapping Project
- Community Mapping Mini-Grants

Pending Milestones:

- Strategy Development (ongoing)
- Community Engagement Mini-Grants (ongoing)
- Community Profile (ongoing)
- CERP Goals
- CERP Adoption
- CERP Implementation

Next Steps for East Oakland



East Oakland CSC Meeting

- Complete draft CERP strategies and actions
- Finalize CERP goals
- Wrap up Community Engagement Mini-Grants
- Hold a public workshop on the draft CERP
- Bring the CERP to the CSC for adoption in the winter of 2026

Bayview Hunters Point/Southeast SF Overview

- Designated AB 617 CERP Community February 2023
- Co-Lead with the Marie Harrison Community Foundation and the Bayview Hunters Point Community Advocates
- CSC meetings started in January 2024
- 14 monthly CSC meetings held, convened by Co-Leads and two Co-Chairs
- CSC is comprised of 25 members who represent residents, business, non-profits, youth, education



AB 617 Planning Area for Bayview Hunters Point/Southeast San Francisco

Bayview Hunters Point/Southeast SF Milestones

- CSC Charter Agreement
- Community Map of Sensitive Receptor Sites and Pollution Concerns
- Community Boundary
- Subcommittee to review emissions inventory and identify potential gaps in Air District data on emissions sources
- Requested an extension to the California Air Resources Board (CARB) to complete the CERP by July 2026



BVHP/SESF CSC Meeting mapping activity

Next Steps for Bayview Hunters Point/Southeast SF

- CSC review of emissions inventory, air quality data, compliance and enforcement data, and incentive funding
- Finalize vision and principles, community concerns, and focus areas
- Develop goals, strategies, and actions for the CERP
- Hold community town hall in late 2025 to share preliminary strategies
- Complete draft CERP strategies and actions in Spring 2026

Questions/Feedback

For more information visit the Air District's Community Health Protection Program Webpage:

<https://www.baaqmd.gov/en/community-health/community-health-protection-program>

For questions, contact:

ab617info@baaqmd.gov