

3.3.2. MINIMUM OUTREACH AND ENGAGEMENT REQUIREMENTS

All community engagement must be preceded by robust outreach that encourages meaningful public participation and inclusive decision-making processes. As shown in Figure 3-4, two factors determine engagement requirements: award type and total project budget. Each award type (annual allocation or competitive grant) contains project budget brackets, with each bracket having a specific set of engagement requirements. In general, the larger the project budget, the more intensive the engagement requirement. When identifying engagement requirements, applicants should first identify the appropriate award type and then find the applicable project budget size bracket.

Engagement requirements do not mandate when the engagement must occur, as long as it occurs no more than 36 months before the application date or is included within the project scope for future completion. Engagement occurring after the grant award must be implemented according to the reported scope and timeline on the Community Engagement Plan. As a rule, the community should be engaged each time critical decisions must be made or when notable changes to the project's scope occur. This may include, but is not limited to:

- At the onset of the project
- During design phases
- During construction

Although the timing is not specified, some projects are required to engage the community at least two times, as indicated by the "x2" symbol in Figure 3-4. Changes to project budgets may trigger additional engagement requirements if the updated budget falls into a different bracket. RPOSD may withhold reimbursements until appropriate engagement has been conducted.

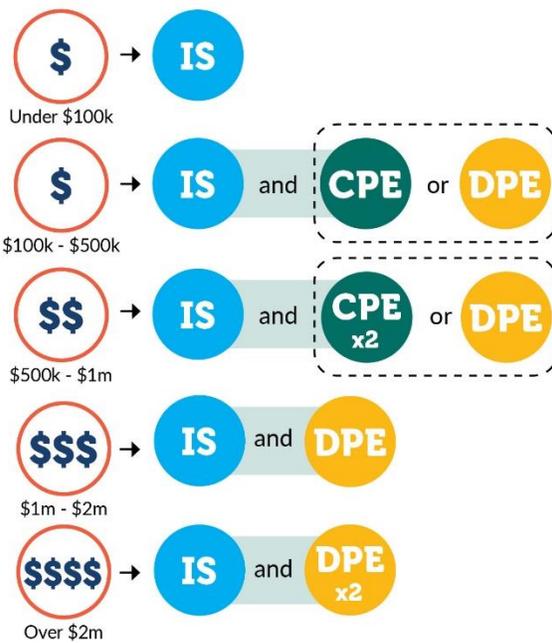
All applicants are required to upload a Community Engagement Plan to the GMS as part of their grant application. The Community Engagement Plan should describe all outreach and engagement conducted and/or describe all plans to engage the community in the future. Supporting documentation is required of all applicants and must be uploaded to the GMS. Additional information on supporting documentation and evaluation of engagement can be found in Section 3.3.4.

Figure 3-4: Minimum Engagement Requirements

MEASURE A Minimum Engagement Requirements

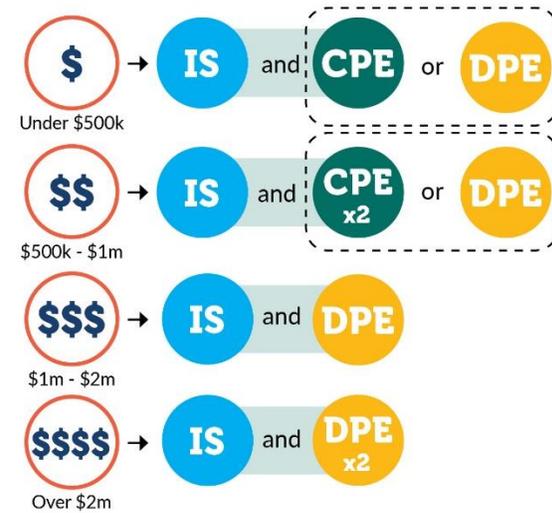
Find your funding type and total project budget to determine minimum community engagement requirements:

Annual Allocations



Competitive Grants*

* Unique requirements apply to Youth and Veteran Job Training and Placement Grants



- IS Information Sharing Approach
- CPE Concurrent Participatory Engagement Approach
- DPE Dedicated Participatory Engagement Approach
- x2** Engagement Approach to be Completed at Two Separate Times
- Total Project Budget

Annual Allocations

This section applies to community engagement requirements for all annual allocations to jurisdictions under the Community-Based Park Investment Program; the Neighborhood Parks, Healthy Communities, & Urban Greening Program; annual allocations to the Department of Beaches and Harbors (DBH); annual allocations to the Department of Parks and Recreation (DPR); and annual allocations to County Cultural Facilities and County Priority Projects.

Community engagement requirements for projects funded by annual allocations are determined by five project budget brackets, as presented in Table 3-2 and shown on Figure 3-4.

Table 3-2: Community Engagement Requirements for Annual Allocations

TOTAL PROJECT BUDGET	INFORMATION SHARING	CONCURRENT PARTICIPATORY	DEDICATED PARTICIPATORY
Up to \$100,000	Yes		
\$101,000 to \$499,999	Yes	This	OR This
\$500,000 to \$999,999	Yes	Two of this	OR One of This
\$1,000,000 to \$1,999,999	Yes		Yes
\$2,000,000 and Above	Yes		Yes

The required approach to community engagement is determined by total project budget, not the total available allocation. For example, if an agency receives an annual allocation of \$150,000 and has plans to fund three different projects with budgets of \$50,000 each, the required engagement is based on the \$50,000 project budget. Engagement must be conducted for each project; however, to avoid fatiguing community members, engagement efforts may be combined for projects with similar timelines if there is equal opportunity to learn about and discuss each of the projects being funded.

The stated requirements do not apply to projects addressing infrastructure improvements that are required by law to ensure health, safety, and/or accessibility. These types of projects should not be avoided, regardless of community input. Therefore, the Information Sharing engagement approach is the minimum engagement requirement, regardless of the project budget. Applicants will be required to submit documentation to describe the specific legal mandate and how the project will bring a site into legal compliance. For projects that involve mandated infrastructure improvements *and* capital improvements that include the development of new amenities or acquisition of land, all agencies/organizations must follow the standard engagement requirements shown in Table 3-2 and Figure 3-4 and described throughout this section.

As shown in Figure 3-4 and Table 3-2, projects with larger budgets require engagement multiple times throughout the duration of the project. Where the “x2” symbol is shown in Figure 3-4, the associated engagement must be conducted at least twice throughout the course of the project. Acceptable engagement must have been conducted within 36 months of the application date or will be conducted as part of the project. All engagement conducted prior to receiving the grant award is also held to the requirements.

Competitive Grants

This section describes community engagement requirements for the following competitive grant programs: Natural Lands, Local Beaches, Water Conservation and Protection Program Competitive Grants; Regional Recreation, Multi-use Trails and Accessibility Program Competitive Grants; Recreation Access Program Grants; and Planning and Design Funds. Requirements for Youth and Veteran Job Training and Placement Program Grants are described in the following section.

Community engagement requirements for projects funded by competitive grants are determined by four project budget brackets, as presented in Table 3-3 and shown on Figure 3-4.

Table 3-3: Community Engagement Requirements for Competitive Grants

TOTAL PROJECT BUDGET	INFORMATION SHARING	CONCURRENT PARTICIPATORY	DEDICATED PARTICIPATORY
Up to \$500,000	Yes	This	OR This
\$500,001 to \$1,000,000	Yes	Two of this	OR One of This
\$1,00,001 to \$2,000,000	Yes		Yes
\$2,000,000 and Above	Yes		Two of this

The required approach to community engagement is determined by the total project budget, not the grant award size. For example, a grant application for \$750,000 for a project with a total budget of \$5 million, the applicant must follow the engagement requirements for the over \$2,000,000 bracket. Changes to project scope and budget may trigger additional engagement requirements if the project budget changes brackets. RPOSD may withhold reimbursements until appropriate engagement has been conducted.

As shown in Figure 3-4 and Table 3-3, projects with larger budgets require engagement multiple times throughout the duration of the project. Where the “x2” symbol is shown in Figure 3-4, the associated engagement must be conducted at least twice throughout the course of the project. Acceptable engagement must have been conducted within 36 months of the application date or will be conducted as part of the project. All engagement conducted prior to receiving the grant award is also held to these requirements.

Youth and Veteran Job Training and Placement Program Grants

Applicants for Youth and Veteran Job Training and Placement Program grants must fulfill Information Sharing community engagement requirements, regardless of project budget. Organizations are expected to continuously conduct outreach to promote programs and resources, especially among High-Need or Very-High-Need Study Areas. In lieu of stringent engagement requirements, Youth and Veteran Job Training and Placement Program grant scoring criteria closely evaluate the quality of program benefits provided to the intended populations and emphasize the importance of community partnerships in developing appropriate programs, resources, and services. In cases where these grant funds are utilized to implement park projects, the community engagement requirements for competitive grants described in this section will apply.

Acquisition-Only Grants

Acquisition-only projects may be funded from annual allocations or competitive grants and often involve complex real estate negotiations that may or may not lead to a successful acquisition. These projects may need to approach community engagement with unique considerations such as confidentiality, urgency, and other legal parameters.

Although early engagement is not required for acquisition-only projects, gaining early community support could, in some cases, positively influence acquisitions. Applicants should carefully consider the project dynamics and engage the community as early as possible.

Any acquisition project that also includes the development of land, facilities, or amenities must adhere to the community engagement requirements shown in Figure 3-4, Table 3-2, and Table 3-3 and described throughout this section.