

**EXHIBIT A**  
**Work Plan, Schedule and Budget**  
**For Fiscal Years 2019-2020 through 2021-2022**

**PROJECT NAME: California Resource & Habitat Zone Development Project**

**SUBGRANTEE NAME: Northwest California Resource Conservation & Development Council**

**PROJECT DESCRIPTION:**

This demonstration project was selected to help the North Coast Resource Partnership (NCRP) realize the goals of the Regional Forest and Fire Capacity (RFFC) Program. Under the RFFC Program, the NCRP will develop a North Coast Regional Priority Plan (RPP). The RPP will include a comprehensive and integrated set of strategies, actions and projects to support forest and community health and long-term resilience to wildfire. The purpose of the demonstration projects selected by the NCRP is to model processes and on-the-ground projects designed to test concepts, methods, and innovative techniques to identify effective management practices for fuel load reduction and forest health that can be quantified and scaled up in the region and elsewhere. Data, performance measures, and project outcomes/lessons learned from this demonstration project will be documented and integrated into the RPP to ensure adaptive learning and information sharing throughout the region.

This project will create a “model” County Resource and Habitat Zone ordinance. The project will then test the model ordinance on two representative areas within counties from the Coastal, Central or Eastern part of the NCRP area. Development will be informed by spatial analysis of fire-planning and natural resource data layers as well economic analysis of the costs and benefits of implementation. The project will include discussion of integration of the model ordinance with current and pending state legislation concerning fire hazard mitigation, including local jurisdiction capacity building, and landowner incentives.

The RHZ zoning district classification would facilitate greater wildland fire protection to communities, improved riparian and wildlife habitat, reduced non-native invasive species, reduced wildfire acres burned (and reduced carbon emissions), and would complement existing state and federal programs such as CFIP, EQIP and restoration grants.

The proposed RHZ could provide mechanisms for private landowners to locate and maintain regionally significant fuel breaks, retain longer rotation forest stands, improve riparian habitat elements, create wildlife habitat elements, and retain and enhance floodplains by providing incentives, increased flexibility for use of state resources on private lands (where public trust values are involved) and prioritize mitigation and restoration funding to lands dedicated to these benefits.

This project will develop candidate mitigation measures as well as incentive components of the RHZ by working with Department of Conservation, CAL FIRE, CA Dept. of Fish and Wildlife, Legislative staff, Boards of Supervisors, Planning Departments, CSAC, CA Association of Assessors, Boards of Realtors, Tribal representatives, Farm Bureau, CA Licensed Forester Association, CA Forestry Association, Forest Landowners of California, Sierra Club, Nature Conservancy, CA Deer Association, and other interested public and conservation groups.

**Task 4.1 Project Management**

General project management, including compliance with subgrantee requirements, project planning and oversight, necessary meetings, as well as invoicing and reporting.

**Task 4.1.A Demonstration Project Detailed Work Plan and Budget Development**

Work with the NCRP staff team to develop a detailed work plan and budget based on the successful project concept proposal. This will include at least one strategic planning meeting with NCRP staff and may involve additional meetings with NCRP staff and consultants as well as other demonstration project sponsors.

**Deliverable:**

- Detailed work plan and budget

**Task 4.1.B Subgrantee Agreement Execution and Management**

Execute a subgrantee agreement with COUNTY for work to be completed on this project. Manage the subgrantee agreement including compliance with grant requirements, and preparation and submission of supporting grant documents.

**Deliverables:**

- Fully Executed Subgrantee Agreement

**Task 4.1.C Invoicing**

Compile invoices including relevant supporting documentation. Submit invoices to COUNTY according to the Subgrantee schedule presented in Table 3 of this exhibit for review and inclusion in the master invoice packet.

**Deliverables:**

- Invoices, provided in a format approved by, and including backup documentation as specified by COUNTY

**Task 4.1.D Progress Reporting**

Prepare progress reports detailing work completed during reporting period. Submit reports to COUNTY according to the Subgrantee schedule presented in Table 3 of this exhibit for review and inclusion in the master progress report.

**Deliverables:**

- Quarterly Project Progress Reports, using the format required by COUNTY

**Task 4.1.E Environmental Compliance Documentation and Permitting**

There is no on-the-ground work associated with this project; therefore this project will not require official environmental documentation or permits of any kind.

**Deliverables:**

- Environmental Compliance Checklist, using the form provided by County

**Task 4.1.F Labor Compliance Program**

Take all measures necessary to ensure compliance with applicable California Labor Code requirements including preparation and implementation of a labor compliance program or including any payments to the Department of Industrial Relations under Labor Code Section 1771.3.

**Deliverables:**

- Proof of labor compliance as applicable, upon request

### **Task 4.1.G Contractor Acquisition and Contract Management**

As applicable and based on subgrantee purchasing policies, secure contractors and award contracts. Contracts issued to consultants for assistance with development of the RHZ model may include, but not be limited to:

- A consultant(s) with GIS experience.
- A consultant(s) with experience working with local governments, CSAC, legislative staffs (non-lobbying) and others.
- A consultant(s) with legal experience in development of tax policy and land use regulation.
- An economic consultant will be retained to determine the costs of implementing the RHZ Ordinance demonstration projects, savings in wildfire expenses and other fire related expenses as well as the natural capital value to landowners, wildlife, water quality and aesthetics.

#### **Deliverables:**

- Bid/RFP documents or sole source justification, if required by purchasing policy
- Award of contract
- Documentation of subcontractor insurance, upon request

### **Task 4.2 Integration with NCRP Regional Priority Planning Process**

This task will ensure that the project is well integrated into the RPP and NCRP planning processes for information sharing to other parts of the region. This will include at least one kickoff planning meeting with NCRP staff and subsequent as needed meetings to ensure integration of the demonstration project results.

#### **Task 4.2.A Project Reporting**

Collaborate with NCRP staff and/or technical consultants to develop a section for the RPP that describes the project, methods and outcomes. The section will include integration of the GIS assessment/analysis, cost-benefit analysis report, narrative discussion of demonstration county analysis and project applicability to the North Coast region.

#### **Deliverables:**

- Applicable data, documents, and reports on lessons learned to be integrated into the RPP
- RPP section outline, annotated outline, draft and final for review by NCRP staff
- GIS data and metadata for integration into NCRP spatial data and story-maps
- Presentation to NCRP on project findings

### **Task 4.3 Project Activities**

Create a “model” County Resource and Habitat Zone” (RHZ) ordinance(s) with input from state agencies, non-governmental organizations, Tribes, landowners, and other interested stakeholders. Apply the model to two representative areas within counties in the NCRP area; incorporate spatial and economic analysis of the selected areas to guide development of individualized draft ordinances. Include discussion and analysis of the integration of the model ordinance with current and pending state legislation for fire mitigation, including local jurisdiction capacity building and landowner incentives.

To comply with COVID guidelines, remote virtual meetings will replace many meetings in person. Any meetings held in person will adhere to state and CDC guidelines.

#### **Task 4.3.A Development of Model RHZ County Ordinance**

Establish baseline Goals and Objectives and elements for inclusion in RHZ ordinance templates. Facilitate input on development of baseline elements from the NCRP Technical Peer Review Committee and Policy Review Panel at their quarterly meetings.

Develop revised Baseline Goals and Objectives for RHZ based on stakeholder outreach.

Complete a model County RHZ District Ordinance template.

Evaluate relationship with, and possible integration of, the model ordinance with current and pending state legislation concerning fire hazard mitigation, including local jurisdiction capacity building, and landowner incentives. Develop recommendations for future legislation that would support further development of the model ordinance.

**Deliverables:**

- Draft and Final Baseline Goals and Objectives
- Summary of findings related to relationship with, and possible integration of, the model ordinance with current and pending state legislation
- Recommendations for future legislation that would support further development of the model ordinance
- Model County Ordinance Template

Task 4.3.B Stakeholder Involvement

To guide formation of RHZ components, gather input from state and local agencies and other interested public and conservation groups on development of the model ordinance. Conduct interviews or facilitate groups discussions with approximately 10 local and state fire and conservation agencies, landowner and conservation interest groups. Discussions will be summarized to help synthesize contributions from and outcomes of all interviews and meetings and describe how they shape the direction and development of the model ordinance.

**Deliverables:**

- List of names and contact information for Project advisors and stakeholders
- Copies of all outreach and education material(s) developed and/or distributed
- Highlights of discussions resulting from interviews and group meetings will be provided during each reporting period.
- Synthesis of the interviews and group meetings summarizing results and impacts to the development of the model ordinance.

Task 4.3.C Initiate Demonstration of Model Ordinance Application

Identify two areas on which to demonstrate use of the model ordinance template and potential outcomes of RHZ implementation.

Begin the selection process by conducting GIS analysis of potential risks and benefits using several data layers including existing wildlife and habitat elements and vegetation characteristics. Coordinate analysis with NCRP RFFC technical consultants and staff with the input of pertinent local and state resource agency partners and local County government staffs described in Task 4.3.B. Consider the political diversity of candidate areas and the level of interest and engagement of local County staffs in making the final selection to help ensure smooth and timely progress in the application of the template.

Once the two areas have been selected, demonstrate ordinance application by revisiting GIS natural resource data to assess each area for various resource protection priorities and opportunities.

Greater weight would be given to species or ecosystems at high risk in each study area. GIS information on fire protection and planning – such as fire recurrence intervals, existing and needed fuel breaks, and evacuation routes – would then be added in order to further refine application of the ordinance template and guide initial development of individualized draft ordinances. Fire GIS data is currently being developed by the team of NCRP RFFC technical consultants and/or other demonstration project sponsors in a parallel effort as part of the development of the overall RPP. Use of this fire GIS data would be closely coordinated with NCRP RFFC

technical consultants and NCRP staff. Addition of these fire oriented data layers would enable local jurisdictions to apply the RHZ in a way that achieves the most diverse and immediate benefits while still targeting resource benefits. Additional data analysis, process interpretation, or data generated from this effort will be provided to NCRP technical consultants and staff so that they may develop StoryMaps that will be incorporated into the larger RFFC StoryMap framework. Data gaps identified through this project would be summarized and provided to NCRP staff and technical consultants to help inform regional mapping and analysis needs.

**Deliverables:**

- GIS data and metadata developed that did not result from the parallel RPP RFFC planning process.
- Narrative summary interpreting the GIS analysis process used to model RHZ implementation
- List of data gaps
- Final maps

**Task 4.3.D Demonstration County Ordinance and Presentation**

Develop a draft RHZ County Ordinance for each representative area to demonstrate application of the model ordinance in close coordination with pertinent County planning staff and decision makers. This would build on the work done in the previous task in which the two focus areas were selected and initial direction and application strategies identified.

Present the completed model Ordinance to the Boards of Supervisors representing the ordinance demonstration areas.

**Deliverables:**

- Agendas and Meeting Materials from presentations to Boards of Supervisors
- Model ordinances for the two demonstration areas selected

**Task 4.3.E Economic Analysis**

Contract with an economic consulting firm to determine the costs and benefits of implementing the RHZ in the chosen demonstration areas, including costs of mitigation measures and savings in wildfire expenses and other fire related expenses as well as the natural capital value to landowners, wildlife, water quality and aesthetics.

**Deliverables:**

- Cost-Benefit Analysis Report

**Task 4.4 Project Closeout**

Compile a Project Closeout Packet including, but not limited to California Climate Investments (CCI) reporting metrics; a summary of contributions to NCRP goals and objectives; a section for the RPP that describes the project, outcomes and project applicability to the North Coast region; photographic documentation; final project location map, as applicable; and an RFFC Program feedback survey. Submit the packet to COUNTY according to the schedule presented in Table 3 below.

**Deliverables:**

- Project Closeout Packet, using the format required by COUNTY