

Southern California Association of Governments

2023 – 2027 Call for Fellowship Providers

PROGRAM GUIDELINES

The Southern California Association of Governments (SCAG) is seeking to provide grants to Fellowship Providers, through this Call for Applications, to leverage and support its efforts and those of its partners in the SCAG region. Through this Call, SCAG seeks to create opportunities for early-career and mid-career fellows to gain experience and proficiency in public service and to make meaningful positive impact in the SCAG region.

BACKGROUND

SCAG is a federally designated Metropolitan Planning Organization (MPO) for Southern California and under state law is a Regional Transportation Planning Agency and a Council of Governments. The SCAG region encompasses six counties (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura) and 191 cities covering more than 38,000 square miles. SCAG develops long-range regional transportation plans, including sustainable communities' strategy and growth forecast components, regional transportation improvement programs, regional housing needs allocations, and a portion of the South Coast Air Quality management plans.

SCAG has been a strong supporter of critical fellowship programs across the region that work with SCAG, local jurisdictions, and other partners to address complex problems facing the region. Since 2015, SCAG has partnered with different fellowship providers to deploy nearly 280 fellows seeking to enhance their experience and education on relevant and timely planning issues facing Southern California.

This Call for Fellowship Providers will provide grants, as funding becomes available, to approved Fellowship Providers that will place students from local universities and/or professionals seeking to work on regional planning issues, expand their experience base, and contribute to the realization of [Connect SoCal](#), SCAG's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). Fellows will ideally be seeking to establish a career in and studying or bring professional experience in the areas of urban planning, public administration, public policy, data science, health administration, business, public health, or related areas of study. The fellowship programs will help prepare the fellows for a future in the public sector.

SCAG PROGRAM AREAS

SCAG is looking to establish a list of approved Fellowship Providers who would be eligible for grants, as funding becomes available, with experience in the following program areas:

- Climate Adaptation/Mitigation
- Economic Development
- Equity
- Housing

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- Land Use
- Mobility
- Public Health
- Resilience
- Resource Conservation
- Sustainability
- Transportation

It is the intent of the fellowship program to identify fellows working in different areas of the region to address geographic equity. Fellowship providers may be public, private, nonprofit, or Tribal Governmental entities. Grants will be provided as funding opportunities become available and in alignment with the core goals and objectives of the grant funding source. Individual fellowships offered as a result of this Call will occur during an established grant term that will align with the grant funding source. It is estimated that grant terms will extend between 9 to 24 months. This Call establishes the goals and objectives of this program and the evaluation criteria that SCAG will utilize to create a list of approved Fellowship Providers who will be eligible to receive grant funding from SCAG, as funding becomes available.

PROGRAM FUNDING

Fellowships will be funded by a variety of grant sources. Potential funding sources include the State of California (State) Regional Early Action Planning Grant Program (REAP 2.0) and Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017.

REAP 2.0 Funding

REAP 2.0 funds transformative planning and implementation activities that meet housing and equity goals, reduce vehicle miles traveled (VMT), and advance implementation of the region's Sustainable Communities Strategy (SCS). REAP 2.0 is explicitly intended to meet multiple objectives:

- Accelerate Infill Development that Facilitates Housing Supply, Choice, and Affordability;
- Affirmatively Further Fair Housing; and
- Reduce Vehicle Miles Traveled.

Fellowships that are funded by REAP 2.0 will only support projects that align with all three REAP 2.0 objectives, are in State-defined infill areas (as defined in page 39 of the [REAP 2.0 program guidelines Attachment](#)) and overall promote geographic diversity. All projects funded through REAP 2.0 must meet all three REAP 2.0 funding objectives.

SB1 Funding

SB1 grant funding supports the implementation of the Regional Transportation Plan (RTP) Sustainable Communities Strategies (SCS) and supports greenhouse gas (GHG) emissions reductions. Fellowship providers and fellowship funded by SB1 must have a transportation nexus and are expected to directly benefit the multi-modal transportation system. Additionally, fellowships funded by SB1 shall support and advance the following objectives:

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- sustainability,
- accessibility,
- safety,
- preservation,
- innovation,
- economic vitality,
- public health, and
- social equity, and
- provide other important community benefits.

Those funded shall also include an integrated approach to land use and transportation planning, and further a coordinated approach to planning. Given the inclusion of SB1 funds, any city and county who receives SB1 funds is required to have a housing element in substantial compliance with the State housing element law and must submit updated housing element Annual Progress Reports at the time of award notice.

CALL FOR FELLOWSHIP PROVIDERS OVERVIEW

SCAG seeks to provide grants to Fellowship Providers, as funding becomes available, with experience in the program areas described above to create opportunities for early-career and mid-career fellows to gain experience and proficiency in public service and to make meaningful positive impact in the SCAG region.

As part the application process, SCAG will solicit information around the fellowship program, including:

- a. Brief description of the organization.
- b. The process for identifying, selecting, and matching the program and fellow recipients.
- c. The program's commitment to justice, equity, diversity, and inclusion throughout the matching program and fellow selection process.
- d. The number of hours and overall duration required of each fellow to successfully complete the program.
- e. The estimated stipend for each fellow, the administrative costs associated with each fellow, and any other costs associated with the program.
- f. The cost of participating in your fellowship program and any matching costs from your organization or other partners.
- g. The timeline for each fellowship cycle, including the schedule for recruitment.
- h. Deliverables required from the fellow and fellowship recipient throughout the program and at the conclusion.
- i. Please list and describe any other requirements associated with the fellowship and any restricted activities.

EVALUATION CRITERIA

The following evaluation criteria will be used to establish the list of approved Fellowship Providers who will be eligible for grant funding. Responses to this Call for Fellowship Providers will be evaluated based on the following criteria:

1. **Fellowship Provider Experience**

Demonstrable experience as a Fellowship Provider in the SCAG region creating opportunities for early-career and mid-career fellows to gain experience and proficiency in public service. [5 points maximum]

2. **Fellowship Alignment with Program Objectives**

Demonstrable experience providing services and support in alignment with SCAG's program areas and the REAP 2 and SB1 objectives. [5 points maximum]

3. **Fellowship Administration**

Demonstrable experience in administering fellowships.

A. Demonstrable experience working with governmental agencies. Please include references. [5 points maximum]

B. Demonstrable experience as a Fellowship Provider working with federal and state grant funds and related invoicing and reporting requirements. [5 points maximum]

Successful submittal of an application for this Call for Fellowship Providers and being placed on the list of approved Fellowship Providers does not guarantee grant funds or any other funding sources.

Grants will be awarded as funding is identified in alignment with the goals, objectives, and eligible activities within the funding source. As grant funds are identified, approved Fellowship Providers with expertise in the applicable program area will be contacted to confirm availability, capacity, and interest in the grant and alignment with SCAG's goals and the funding criteria.

REIMBURSEMENT

All Grantees will enter into a Memorandum of Understanding (MOU) with SCAG and must submit invoices and progress reports to SCAG monthly to receive reimbursement. Additional project reporting may be required based on the funding source. Invoices must follow the requirements set forth in the MOU and SCAG's regular invoicing procedures and must comply with applicable state and/or federal requirements.

After the MOU is executed, the Grantee may submit invoices to SCAG for reimbursement for eligible activities as specified in the signed MOU. Expenditure reimbursement requires prior authorization of eligible projects and activities.

SCAG will only reimburse for costs as specified in the signed MOU with the awarded Grantee selected to perform the work. No costs will be reimbursed prior to the MOU execution.

REPORTING REQUIREMENTS

Consistent with SCAG's Overall Work Program reporting procedures and Subrecipient Monitoring Policies and Procedures, the awarded Grantee will be required to provide progress reports and itemized invoices to track progress through the term of the MOU. Progress will be measured according to the tasks, deliverables, costs, and timeline. In addition, Grantees funded by REAP 2.0 program will be required to provide data on SCAG-defined metrics through December 31, 2025. Metrics will be developed with the Grantee as part of the progress reporting process.

Please respond to this Call for Fellowship Providers by May 19, 2023 at 5 p.m. to the Southern California Association of Governments.

For more information, please contact:

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