



Clean California CCEP Program Restricted Grant Agreement Package Checklist

Complete Restricted Grant Agreement (RGA) packages shall be submitted through email to the Caltrans District CC Grant Coordinator. Documents listed below for Agencies submittal are to be in pdf format. It is recommended that each document be submitted as a one PDF containing all documents. Submittal will all be via email, no mailed copies of the RGA will be accepted.

The Final RGA Executed packages, once executed by Caltrans, will be returned to Agency and will include the following;

- Fully Executed RGA's signed by both the Agency and Caltrans
- CCEP Guidelines
- Approved Indirect Cost Rate (if applicable)
- Approved Grant Proposal Application

District: _____

Agency Name: _____

Project Name:

Agency shall submit to Caltrans District CC Grant Coordinator the following:

- RGA's signed by agency authorized signatory
- Approved Indirect Cost Rate (if applicable)
- Grant Application signed by agency authorized signatory
- Completed RGA Checklist

Directions:

Awardee shall complete the following checklist. Once checklist is complete, the document shall be flattened prior to submittal to the Caltrans District CC Grant Coordinator as part of the signed RGA package.

1. All Restricted Grant Agreement packages must include a completed Payee Data Record (STD 204) prior to grant agreement execution, to be submitted via email to Payee.Data.Records@dot.ca.gov. Have you submitted the Payee Data Record (STD 204) and cc'd your District CC Grant Coordinator?
 Yes N/A-one is on file already

2. If seeking reimbursement for indirect costs attach the approved Indirect Cost Rate sheet prior to grant agreement execution. Have you attached the approved indirect cost rate sheet?
 Yes N/A

3. Is Agency seeking for reimbursement payments to be electronically transferred directly to the Agency's designated banking account using an electronic funds transfer? If yes, have you submitted the Electronic Funds Transfer (EFT) Enrollment Form FA 2656 to Caltrans' Division of Accounting?
 Yes N/A

4. Has Agency attached the Grant Application, including all applicable amended documents and attachments, and signed by the individual identified as the Agency legal authority?
 Yes

5. All Restricted Grant Agreement packages must include this RGA Checklist. Have you completed this RGA checklist?
 Yes

Local Agency Contact Name

Local Agency Signature

Date

To Be Completed by Caltrans District CC Grant Coordinator

I, the Caltrans District CC Grant Coordinator for the above referenced project, have reviewed the submitted RGA package from the Agency. I have confirmed all items identified for submittal to CC Managers listed above are complete and have been submitted.

Yes

District CC Grant Coordinator Name: _____ Date: _____

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 03/2021)

Section 1 – Payee Information**NAME** (This is required. Do not leave this line blank. Must match the payee's federal tax return)

City of Fontana

BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME (If different from above)

Housing Department

MAILING ADDRESS (number, street, apt. or suite no.) (See instructions on Page 2)

8353 Sierra Avenue

CITY, STATE, ZIP CODE

Fontana, CA

E-MAIL ADDRESS

mballantyne@fontanaca.gov

Section 2 – Entity Type**Check one (1) box only that matches the entity type of the Payee listed in Section 1 above.** (See instructions on page 2) **SOLE PROPRIETOR / INDIVIDUAL** **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual* **PARTNERSHIP** **ESTATE OR TRUST** **CORPORATION** (see instructions on page 2) **MEDICAL** (e.g., *dentistry, chiropractic, etc.*) **LEGAL** (e.g., *attorney services*) **EXEMPT** (e.g., *nonprofit*) **ALL OTHERS****Section 3 – Tax Identification Number**Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must match the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

- For **Individuals**, enter SSN.
- If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.
- Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.
- For **Sole Proprietor or Single Member LLC (disregarded entity)**, in which the **sole member is an individual**, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).
- For **Single Member LLC (disregarded entity)**, in which the **sole member is a business entity**, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.
- For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

Social Security Number (SSN) or Individual Tax Identification Number (ITIN)

_____ - _____ - _____

OR

Federal Employer Identification Number (FEIN)9 5 - 6 0 0 4 7 7 0**Section 4 – Payee Residency Status** (See instructions)

- CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California.
- CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding.
- No services performed in California
- Copy of Franchise Tax Board waiver of state withholding is attached.

Section 5 – Certification

I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.

NAME OF AUTHORIZED PAYEE REPRESENTATIVE

Matthew C. Ballantyne

TITLE

City Manager

E-MAIL ADDRESS

mballantyne@fontanaca.gov

SIGNATURE**DATE**

3/31/2026

TELEPHONE (include area code)

909-350-7654

Section 6 – Paying State Agency

Please return completed form to:

STATE AGENCY/DEPARTMENT OFFICE

CALTRANS

UNIT/SECTION

2197

MAILING ADDRESS

464 West 4th Street

FAX**TELEPHONE** (include area code)

(909) 925-7529

CITY

San Bernardino

STATE

CA

ZIP CODE

92401

E-MAIL ADDRESS

Brandy.Ybarra@dot.ca.gov

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 03/2021)

GENERAL INSTRUCTIONS

Type or print the information on the Payee Data Record, STD 204 form. Sign, date, and return to the state agency/department office address shown in Section 6. Prompt return of this fully completed form will prevent delays when processing payments.

Information provided in this form will be used by California state agencies/departments to prepare Information Returns (Form 1099).

NOTE: Completion of this form is optional for Government entities, i.e. federal, state, local, and special districts.

A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.

Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).

Section 1 – Payee Information

Name – Enter the name that appears on the payee's federal tax return. The name provided shall be the tax liable party and is subject to IRS TIN matching (when applicable).

- Sole Proprietor/Individual/Revocable Trusts – enter the name shown on your federal tax return.
- Single Member Limited Liability Companies (LLCs) that is disregarded as an entity separate from its owner for federal tax purposes – enter the name of the individual or business entity that is tax liable for the business in section 1. Enter the DBA, LLC name, trade, or fictitious name under Business Name.
- Note: for the State of California tax purposes, a Single Member LLC is not disregarded from its owner, even if they may be disregarded at the Federal level.
- Partnerships, Estates/Trusts, or Corporations – enter the entity name as shown on the entity's federal tax return. The name provided in Section 1 must match to the TIN provided in section 3. Enter any DBA, trade, or fictitious business names under Business Name.

Business Name – Enter the business name, DBA name, trade or fictitious name, or disregarded LLC name.

Mailing Address – The mailing address is the address where the payee will receive information returns. Use form STD 205, Payee Data Record Supplement to provide a remittance address if different from the mailing address for information returns, or make subsequent changes to the remittance address.

Section 2 – Entity Type

If the Payee in Section 1 is a(n)...	THEN Select the Box for...
Individual • Sole Proprietorship • Grantor (Revocable Living) Trust disregarded for federal tax purposes	Sole Proprietor/Individual
Limited Liability Company (LLC) owned by an individual and is disregarded for federal tax purposes	Single Member LLC-owned by an individual
Partnerships • Limited Liability Partnerships (LLP) • and, LLC treated as a Partnership	Partnerships
Estate • Trust (other than disregarded Grantor Trust)	Estate or Trust
Corporation that is medical in nature (e.g., medical and healthcare services, physician care, nursery care, dentistry, etc.) • LLC that is to be taxed like a Corporation and is medical in nature	Corporation-Medical
Corporation that is legal in nature (e.g., services of attorneys, arbitrators, notary publics involving legal or law related matters, etc.) • LLC that is to be taxed like a Corporation and is legal in nature	Corporation-Legal
Corporation that qualifies for an Exempt status, including 501(c) 3 and domestic non-profit corporations.	Corporation-Exempt
Corporation that does not meet the qualifications of any of the other corporation types listed above • LLC that is to be taxed as a Corporation and does not meet any of the other corporation types listed above	Corporation-All Other

Section 3 – Tax Identification Number

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.

Section 4 – Payee Residency Status

Are you a California resident or nonresident?

- A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.
- A partnership is considered a resident partnership if it has a permanent place of business in California.
- An estate is a resident if the decedent was a California resident at time of death.
- A trust is a resident if at least one trustee is a California resident.
 - o For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:

Withholding Services and Compliance Section: 1-888-792-4900

E-mail address: wscs.gen@ftb.ca.gov

For hearing impaired with TDD, call: 1-800-822-6268

Website: www.ftb.ca.gov

Section 5 – Certification

Provide the name, title, email address, signature, and telephone number of individual completing this form and date completed. In the event that a SSN or ITIN is provided, the individual identified as the tax liable party must certify the form. Note: the signee may differ from the tax liable party in this situation if the signee can provide a power of attorney documented for the individual.

Section 6 – Paying State Agency

This section must be completed by the state agency/department requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000. You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.

**Clean CA Program
Community Cleanup and Employment Pathway (CCEP) Grant Proposal**

I. PROJECT DESCRIPTION

CALTRANS DISTRICT	PROJECT TITLE	AGENCY NAME	AGENCY CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS
8	City of Fontana: Beautification with Empowerment	City of Fontana	Valerie Gonzales	909.350.6625	vgonzales@fontanaca.gov
			Agency Contact Name (Secondary)	Phone Number (Secondary)	Email Address (Secondary)

1.2 PROJECT DESCRIPTION

The City of Fontana respectfully submits this funding request in the amount of \$300,000 through the Clean California Community Clean Up and Enhancement Program (CCEP) to support a targeted litter and graffiti abatement initiative that directly serves high-need areas within the city. The goal of this project is to enhance the visual environment of public spaces, promote community pride, and create new part-time employment opportunities for local residents, particularly individuals engaged through the City's workforce development and homeless outreach efforts.

This proposed initiative will fund a dedicated abatement program consisting of two coordinated crews of part-time Public Works team members. The primary crew will include five (5) part-time staff, each working 20 hours per week over a one-year period, assigned to remove litter, address graffiti, and support general beautification efforts throughout the City's public rights-of-way, including sidewalks, medians, transit corridors, parks, intersections, and other high-traffic locations.

To expand service availability and improve consistency of coverage, the City will also establish a second crew by adding two (2) additional part-time positions. This secondary crew will operate on the days when the primary crew is not scheduled, allowing abatement and beautification services to be delivered four days per week. Together, these crews will provide broader geographic reach and more frequent maintenance, with priority given to areas within disadvantaged communities as identified by Caltrans equity metrics and documented local need.

The abatement crew will be supervised by one (1) Public Works Supervisor, who will oversee daily operations, coordinate transportation logistics, such as pickup and drop-off of crew members from The Pathway to Housing program and ensure quality control and efficient deployment of resources. To ensure compliance with CCEP requirements, one (1) in-office program staff member will be assigned to manage all reporting, invoicing, draw requests, and performance documentation associated with the grant.

The City's approach aligns closely with the priorities outlined in the CCEP guidelines and includes the following core elements:

- **Community-Led Cleanup Activities:** While the primary abatement work will be performed by City staff, the City will also coordinate a series of community-based volunteer events in parks, school-adjacent areas, and neighborhoods in need of support.

broader efforts to expand workforce pathways and provide transitional employment to underserved populations.

- **Collaborative Partnerships:** Fontana will continue to engage community-based organizations, neighborhood groups, and other local agencies to support recruitment, outreach, and cleanup coordination.
- **Cleanup of Public Spaces:** All work will focus on publicly maintained infrastructure and common areas, contributing to safer, cleaner neighborhoods and improved community perception.

Anticipated outcomes include the removal of significant volumes of litter and graffiti across priority zones, improved neighborhood conditions, enhanced community engagement, and the creation of meaningful employment opportunities. This program reflects the City of Fontana's ongoing commitment to environmental stewardship, public service, and inclusive economic development.

1.3 PURPOSE AND NEED

The City of Fontana remains committed to preserving and enhancing the quality of life for all residents by maintaining clean, safe, and vibrant neighborhoods. In recent years, however, the City has experienced a noticeable increase in litter accumulation, graffiti, and illegal dumping across several public corridors, particularly within areas identified as disadvantaged communities under state equity guidelines. These environmental issues have a direct impact on the health, safety, and perception of public spaces and continue to place added strain on existing Public Works operations.

The proposed project responds to a clear and ongoing need. Fontana's high-growth population, coupled with expansive public infrastructure and corridors, creates a unique challenge when it comes to consistent maintenance. While the City continues to allocate resources toward routine cleanup and abatement efforts, current staffing levels are not sufficient to meet the volume and frequency of requests in certain high-need areas. This includes heavily trafficked roadways, transit stops, parks, school zones, and pedestrian walkways, where recurring litter and graffiti contribute to community concerns related to safety, appearance, and neighborhood pride.

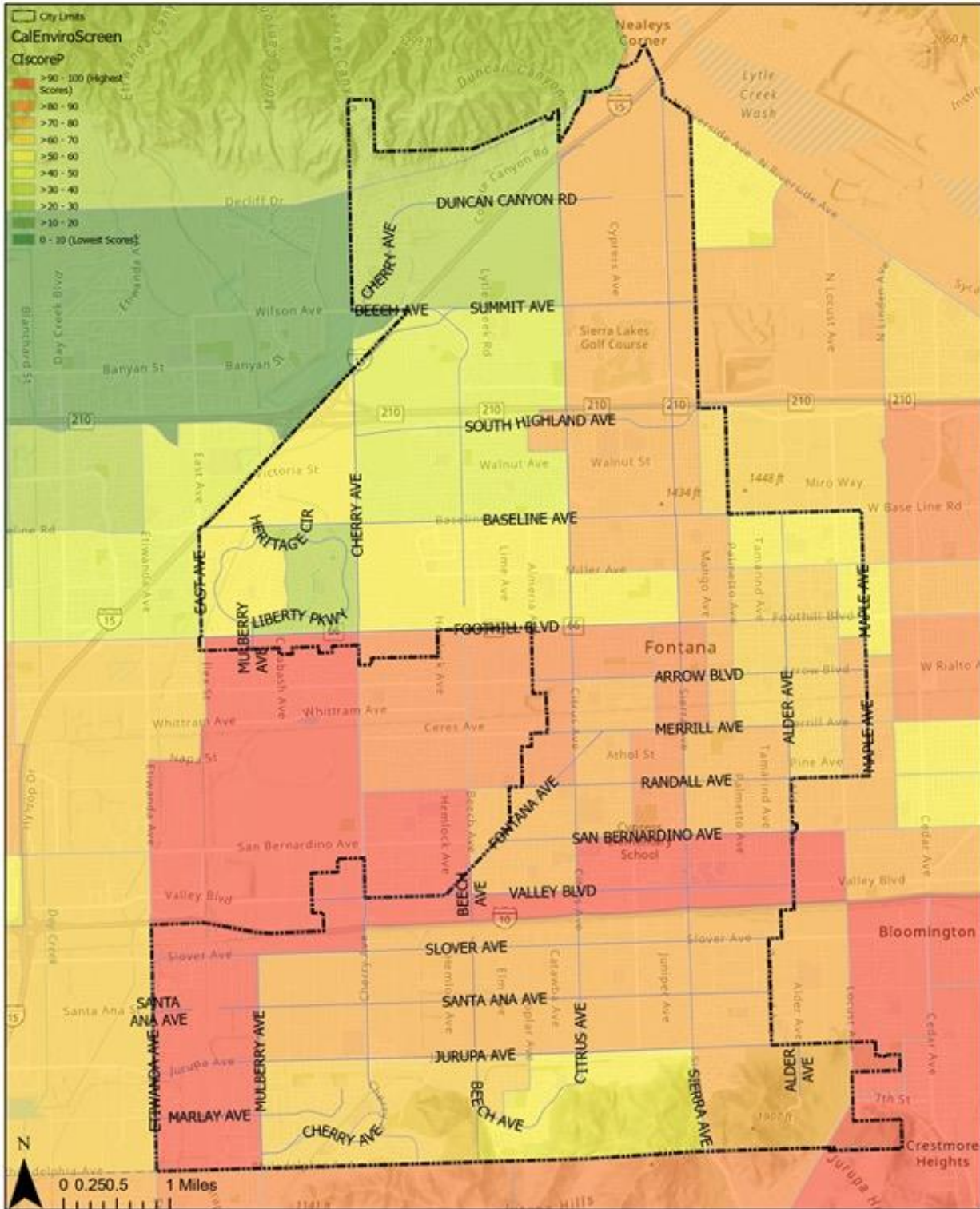
In parallel with these environmental conditions, the City continues to advance its mission to create inclusive economic and employment opportunities. Through its Pathway to Housing program located at The Path, Fontana supports transitional housing participants with employment training for residents seeking re-entry or skill-building pathways. However, the City faces limitations in creating short-term, grant-funded positions that can serve both the public good and individual economic development. This project provides an opportunity to meet both of these challenges with a unified solution. By funding seven (7) part-time Public Works positions, the City can increase its capacity to perform targeted litter removal and graffiti abatement in priority zones, while also offering meaningful paid work experience to local residents. Participants will engage in structured work assignments, gain transferable skills, and contribute to a visible and tangible improvement in their own communities. The project further includes dedicated support from a Public Works Supervisor and a program management staff member, ensuring clear oversight and accountability.

Importantly, this initiative will complement other City-led revitalization and community engagement efforts. Cleaner streets and well-maintained corridors have a direct correlation with increased civic participation, safer walking environments, and stronger community morale. Residents and businesses alike benefit from the improved appearance and functionality of shared spaces. In summary, this project addresses two pressing needs in the City of Fontana: the need for enhanced environmental maintenance in underserved areas, and the need for expanded workforce opportunities that uplift individuals out of homelessness and contribute to neighborhood revitalization. The City is confident that

this program will support long-term public benefit and directly align with the values and priorities of the Clean California initiative.

1.4 MAP (Attachment A)

CalEnviroScreen 4.0



1.5 COST – Suggested Amount: \$50,000 to \$200,000

Instructions: Provide a detailed cost estimate for each activity below and submit with Attachment E.

Activity	Estimated Cost	Would applicant accept partial funding for this activity?
Planning / Outreach	\$ 0	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Project Implementation – Employment (based on historic number of litter crews/staff)	\$ 270,000.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Project Implementation – Cleanup (based on historic quantities of litter collection)	\$ 0	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Matching Funds – In-Kind Contribution	\$ 0	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Other (Grant Administration/ Reporting Oversight)	\$ 30,000	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
TOTAL	\$ 300,000	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Attachment E: Detailed Cost Estimate & Breakdown

City of Fontana
 Clean California Community Clean Up & Enhancement Program (CCEP)
 Total Grant Request: \$300,000

1. Planning / Outreach

Estimated Cost: \$0

While outreach is a vital part of this project, the City will leverage existing City resources to support public engagement and volunteer recruitment activities. These efforts will be supported through in-kind staff time and communication platforms already in use across City departments, including access to the City website, newsletter, and social media.

2. Project Implementation – Employment

Estimated Cost: \$270,000

This is the core investment of the proposed project. Funds will support:

- Five (5) part-time Public Works staff members and one (1) Public Works Supervisor, working 20 hours per week for one year.
- Establish a second crew by adding two (2) part time positions to operate on the days the current crew is not scheduled to enable expanded service coverage four days per week.
- Priority hiring will go to individuals connected to Pathway to Housing program, the City's workforce re-entry and housing program.

- Wages, payroll taxes, onboarding, training, uniforms, and scheduling support are included in this cost.

These positions will be responsible for litter abatement, graffiti removal, and beautification in disadvantaged areas. This investment aligns with the City's dual commitment to environmental improvement and inclusive economic opportunity.

3. Project Implementation – Cleanup

Estimated Cost: \$0

Cleanup materials (trash bags, gloves, graffiti removal kits, safety vests, etc.) will be provided through the City's existing Public Works inventory and general operating budget. This allows the City to maximize funding for employment without compromising operational quality. These in-kind materials support the direct work of the crew and will be tracked for reporting purposes.

4. Matching Funds – In-Kind Contribution

Estimated Cost: \$0 (value provided in-kind)

While no direct grant funding is requested in this category, the City is contributing substantial **in-kind support** to the project, including:

- Oversight and coordination by City leadership and department heads.
- Use of City-owned trucks and equipment for field operations.
- Access to data tracking platforms and IT systems.
- Grant compliance, procurement, and HR coordination support.

These contributions strengthen the project's sustainability and ensure alignment with existing City operations.

5. Other – Grant Administration / Reporting Oversight

Estimated Cost: \$30,000

This will fund our staff member who will oversee:

- Quarterly grant reporting to Caltrans.
- Invoice and draw request processing.
- Site documentation, program performance tracking, and data entry.
- Ongoing communication with field supervisors and finance staff.

This role ensures full compliance with Clean CA requirements and provides continuity and accountability from award through close-out.

Total Estimated Cost: \$300,000

The City of Fontana is prepared to accept partial funding for any of the categories above and will adjust the scale of implementation accordingly. The requested funds are targeted to maximize

impact in disadvantaged neighborhoods while promoting workforce development, public safety, and civic pride.

1.6 SCHEDULE

Note: Project implementation should be completed by April 1, 2027 and final reports/close-out completed by October 31, 2027.

Milestone	Start Date	End Date
Planning & Community Engagement Begins	January 2026	2026
Hiring/Training Program Launch	—	—
Cleanup Activities Begin	April 2026	March 2027
Project Completion (By April 1, 2027)	—	2027
Project Close-out (By October 31, 2027)	—	2027

1.7 KNOWN CONCERNS OR RISKS

Known environmental concerns or risks

- No
 Yes

Known right-of-way concerns or risks

- No
 Yes

Planning and Community Engagement: The City will begin planning and stakeholder engagement in early 2026, including identifying cleanup zones, coordinating with local partners, and developing a schedule for community events and volunteer engagement efforts.

Training Launch: The Public Works Department, in partnership with The Path case management staff and the Human Resources Division, will coordinate recruitment, onboarding, and job-readiness training for all part-time abatement crew members.

Cleanup Activities: Litter removal and graffiti abatement will begin in April 2026 or sooner and continue on a regular schedule through 2027. Activities will focus on targeted public corridors and high-need areas, with progress tracked monthly.

Project Completion: All field work will be completed no later than April 1, 2027, in accordance with CCEP program requirements.

Close-Out and Reporting: Staff will finalize all fiscal and performance reporting, documentation of outcomes, and close-out procedures by October 31, 2027. The City will ensure timely and accurate submission of all required final reports to Caltrans.

This timeline allows for full execution of the program while meeting state requirements and maintaining accountability at every phase.

2 EVALUATION CRITERIA ALIGNMENT

2.1 EVALUATION CRITERIA ALIGNMENT

The City of Fontana is dedicated to providing clean, safe, and livable neighborhoods for all residents. This project reflects that commitment by addressing multiple Clean California priorities that includes litter abatement, workforce development, community engagement, and sustainability. Each of the following areas is integral to the City's implementation strategy.

Litter Abatement

This project directly responds to visible and recurring litter and graffiti issues across several key corridors within the City of Fontana. The proposed activities will target high-need public rights-of-way, including sidewalks, intersections, medians, and bus stops in neighborhoods identified as disadvantaged or disproportionately impacted by environmental neglect. Many of these locations experience persistent dumping, scattered debris, and tagging that undermines the health, safety, and appearance of community spaces.

Through the deployment of a seven-person part-time Public Works crew, supported by a dedicated supervisor, the City will conduct regular litter pickup and graffiti removal throughout the grant term. Crews will follow structured routes, with a focus on locations with frequent service calls, visual deterioration, and community complaints. These may include school-adjacent corridors, aging commercial districts, parks, and intersections with high pedestrian and transit use. Cleanup efforts will be carried out four days a week, with progress tracked through internal work logs, before-and-after photos, and mapped reporting. The goal is not only to remove waste, but also to restore a sense of dignity and pride in the public spaces that residents travel through daily. When paired with outreach efforts and public education, this work will elevate the City's broader beautification and safety initiatives.

Job Creation & Employment Pathways

One of the most critical components of this initiative is its focus on providing structured employment opportunities to individuals who are traditionally underrepresented in the workforce. The seven part-time Public Works positions created through this project will be filled by local residents from The Path, the City of Fontana's transitional housing and employment readiness program. These roles provide a first step into municipal employment, particularly for individuals navigating barriers such as limited work history, justice system involvement, or transitional housing. Participants will gain hands-on experience, receive job-readiness coaching from supervisors, and develop core soft skills such as punctuality, task tracking, and communication. The structure of the program, 20 hours per week over 12 months, allows participants to maintain outside responsibilities such as childcare, housing programs, or supplemental training while still earning a wage and contributing to the City's operations.

In addition to the field staff, the project includes funding for an in-office program coordinator who will manage performance metrics, compliance tracking, and administrative reporting. This role serves as a valuable internal career pathway as well, supporting professional development and capacity-building within City staff. By embedding workforce development directly into a public service model, this program aligns with the City's larger goal of expanding inclusive employment and preparing residents for long-term careers.

Community Engagement & Partnership

The City of Fontana recognizes that lasting change happens when residents, local organizations, and public agencies work together toward a shared goal. This project has been shaped in meeting with community partners who regularly engage with high-need populations, including transitional housing providers, neighborhood associations, and workforce training agencies. The City will work in collaboration with The Path and other partners to identify eligible participants, provide onboarding support, and share program updates. City staff will also seek feedback from community organizations

and residents on potential priority locations for cleanup, ensuring that the work aligns with lived experiences and on-the-ground concerns. This open channel of communication reinforces Fontana's ongoing commitment to transparency, accessibility, and responsiveness in local government.

Sustainability

While this project is designed as a one-year initiative under the Clean CA funding period, its impact is intended to last well beyond the grant term. The City has established multiple strategies to support long-term sustainability. First, the program builds workforce capacity by creating real pathways to future employment. Successful participants may become candidates for ongoing City positions, particularly within Public Works and Community Services. The experience and training gained during the program provide a foundation for future employment, either with the City or with other local employers. Second, the cleanup model can be absorbed into Fontana's broader maintenance operations. The data collected during this project, such as location hot spots and volume metrics, will inform future route planning and resource allocation for litter abatement.

Lastly, the partnerships developed through this effort will continue beyond the grant timeline. Relationships with workforce agencies, community-based organizations, and residents will remain valuable channels for civic engagement, local hiring, and volunteerism. The City will also explore opportunities to leverage in-kind support, sponsorships, and other state and federal grants to maintain program momentum. By combining immediate environmental improvements with long-term capacity-building, this project reflects the City of Fontana's commitment to thoughtful, inclusive, and sustainable public service.

3 COMMUNITY ENGAGEMENT

3.1 COMMUNITY ENGAGEMENT INFLUENCE

The City of Fontana takes pride in creating responsive, community-centered initiatives that reflect the needs and values of its residents. From the outset, this proposal was shaped by local input, neighborhood-level observations, and ongoing conversations with residents, workforce program participants, and community-based organizations. Through regular service requests, community meetings, and other feedback g, the City identified recurring concerns related to litter accumulation, graffiti, and a lack of accessible job opportunities, especially in underserved corridors.

This project responds directly to what residents have consistently asked for: cleaner streets, increased investment in public spaces, and job opportunities that create a pathway forward. Rather than relying solely on internal planning, the City prioritized feedback from those most impacted by environmental neglect and systemic barriers to employment. The result is a proposal that blends beautification with empowerment. During implementation, the City will maintain a strong commitment to two-way communication, transparency, and participation. Community engagement will not be treated as a one-time box to check, but as a sustained practice that supports accountability and shared ownership of outcomes.

Planned engagement activities include:

- **Partnership Circles:** The City will convene quarterly check-ins with local organizations including but not limited to staff from The Path, local workforce boards, housing programs, and other non-profit stakeholders to share progress updates and gather feedback. These conversations will help the City adjust route schedules, outreach materials, and staff support as needed.

Through these strategies, the City of Fontana ensures that community members are not only served, but involved. The cleanup crews will be visible reminders of progress, and the City will remain open to dialogue throughout the program. A formal Public Engagement Plan (Attachment B) is included with this proposal, detailing outreach methods, partnerships, timelines, and communication materials. Fontana's approach is rooted in inclusion, innovation, and impact, as this project reflects those values in every stage, from design through implementation.

4 UNDERSERVED or HISTORICALLY EXCLUDED COMMUNITIES

4.1 ANALYSIS

Is the project located in an underserved or historically excluded community?
 Yes
 No
 partially located in an underserved community

What was the basis for determining if any part of project is located in or benefits an historically excluded community: (only check a box if in or partially in an historically excluded community)

- Median Household Income
- CalEnviroScreen 4.0
- Free or Reduced-Price School Meals
- Healthy Places Index
- Native American Tribal Lands
- Other

4.2 BENEFITS TO UNDERSERVED or HISTORICALLY EXCLUDED COMMUNITY

The City of Fontana recognizes that the impacts of environmental neglect and economic hardship are not experienced equally across all neighborhoods. Certain areas, particularly those identified as disadvantaged by the California Healthy Places Index and CalEnviroScreen tools, have faced persistent challenges such as illegal dumping, graffiti, and underinvestment in public infrastructure. This project was intentionally designed to serve those very communities, delivering visible improvements, meaningful employment, and stronger pathways to long-term stability.

Job Access and Workforce Opportunity

One of the most direct benefits of this initiative is the creation of paid part-time employment opportunities for residents who have historically faced barriers to the workforce. These positions, offered through the City's Public Works Department in partnership with The Path, Fontana's homelessness and workforce readiness program, prioritize individuals with justice involvement, unstable housing histories, or gaps in traditional employment. For many participants, this project will represent their first formal connection to municipal work, providing real-world experience, a supportive structure, and transferable skills that can be carried into future career paths. In doing so, the project serves as both a short-term income opportunity and a stepping stone toward long-term employment.

Cleaner, Safer Public Spaces

The City's approach to litter abatement and graffiti removal goes beyond simple beautification. When streets are clean, walkways are safe, and bus stops are maintained, communities experience increased public safety, mobility, and wellness. Target areas for cleanup were selected based on service request data, resident feedback, and proximity to public transit, schools, and parks, ensuring that the most vulnerable areas receive attention first. By focusing resources where the need is greatest, the City aims to reverse visible signs of neglect and support a safer daily experience for pedestrians, children, seniors, and families.

Civic Pride and Community Stewardship

Restoring dignity to public spaces is not just about what the City can do, but it's about creating a culture where residents feel empowered to care for their neighborhoods. Through these efforts, the City will foster a renewed sense of community pride. This visibility sends a powerful message that every resident has a stake in the future of their community, and that collective action leads to lasting change.

Connection to Public Resources and Services

Throughout implementation, the City will use this project as a platform to connect residents with additional services, including housing assistance, job training, mental health resources, and City-sponsored programs. Crew members hired through The Path will be connected to wraparound services to support long-term success. Engagement events will double as outreach touchpoints, where residents can not only help beautify their neighborhoods, but also learn about how to report illegal dumping, access housing support, or connect with other City departments. This multi-layered approach reflects Fontana's mission to serve the whole person and build systems of access and inclusion.

In summary, this project is a targeted investment in people and places that have long been underrepresented in funding and attention. It combines equity-driven employment with visible environmental improvements and deeper civic engagement, making it a model for inclusive, community-led revitalization.

5 LETTER OF SUPPORT

5.1 LETTER OF SUPPORT

Instructions: Attach signed letters from Caltrans district (where proposal is located) endorsing the project.

6 ADDITIONAL ATTACHMENTS

6.1 SUPPLEMENTAL MATERIALS

Instructions – Attach any applicable documents as follows:

- **Attachment A:** Project / Data Maps
- **Attachment B:** Public Engagement Plan
- **Attachment C:** Existing Site Photos
- **Attachment D:** Letters of Support
- **Attachment E:** Cost Breakdown & Estimate
 - Break down expenses by category (e.g., staff time, equipment, materials, outreach, etc.)
 - Briefly explain the purpose of each cost to demonstrate alignment with project goals.

Prepared by:



Valerie Gonzales
Housing Development Manager
City of Fontana

1-13-26
Date

Approval Recommended by:

District Clean CA Grant Coordinator Date

Approved by:

Clean California Program Director Date

Instructions – Attach any applicable documents as follows:

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Attachment B – Public Engagement Plan

City of Fontana

Clean California Community Clean Up & Enhancement Program (CCEP)

1. Purpose of Engagement

The City of Fontana recognizes that community involvement is essential to the success and long-term impact of beautification and litter abatement projects. This engagement plan outlines how the City will inform, involve, and collaborate with residents, stakeholders, and community organizations throughout the planning, implementation, and reporting phases of the proposed Clean CA project.

2. Goals of Public Engagement

- Ensure local stakeholders are aware of the project and understand its goals.
- Provide opportunities to share input on cleanup priorities and locations.
- Encourage active participation through volunteer events and community service opportunities.
- Build lasting trust and transparency through consistent communication and visibility.
- Celebrate community contributions and elevate positive public narratives.

3. Engagement Activities & Timeline

Engagement Activity	Description	Timeline
Partnership Circles (Quarterly Check-Ins)	Host quarterly roundtables with partners from The Path, workforce boards, CBOs, and city departments to assess project progress and gather feedback.	Apr 2026 – Apr 2027
Social Media & City Website Updates	Regular project highlights, photos, cleanup stats, and workforce stories shared via City of Fontana platforms.	Monthly
Council & Commission Briefings	Provide updates at Mayor's Advisory Council and other relevant Commissions	Periodic
Community Recognition Features	Spotlight participants and volunteers on social media and City publications, highlighting their impact and contributions.	Jun 2026 – Apr 2027

4. Community Partners Involved

- Pathway to Housing Program
- Nonprofits focused on homelessness efforts
- Mayor's Advisory Council on Homelessness

5. Outreach Methods

- City website banner and project updates
- Monthly newsletter
- Posts and updates on official City of Fontana social media accounts

6. Language Access & Accessibility

All materials will be provided in both English and Spanish, and accessible versions will be made available for individuals with visual impairments. Outreach efforts will ensure engagement across diverse demographics.

7. Documentation & Reporting

The City will document all outreach activities, participation numbers, feedback collected, and media used. Engagement outcomes will be summarized in interim and final project reports submitted to Caltrans, with visual documentation included (photos, attendance sheets, flyers, etc.).

8. Contact Information

Public Works Department

City of Fontana
8353 Sierra Avenue, Fontana, CA 92335
Tel: (909) 350-6760

Attachment C – Existing Site Photos































Attachment E – Cost Breakdown & Estimate

Clean California Community Cleanup and Employment Pathways (CCEP) Grant Program

Attachment E – Cost Breakdown and Estimate

Applicant Name: City of Fontana

Project Title: Clean California Community Clean Up & Enhancement Program (CCEP)

District: _____

Date: _____

1. Summary of Estimated Project Costs

Cost Category	Description of Activities / Deliverables	Estimated Cost (\$)	Funding Source	Eligible / In-Kind
A. Direct Labor Costs	Staff or crew time directly related to project implementation (cleanup, workforce training, coordination).	\$270,000	Clean California CCEP Grant	Eligible
B. Workforce Development Partners	Costs for partnerships with workforce organizations (e.g., training programs, stipends, supervision).	\$0		Eligible
C. Cleanup and Beautification Materials	Litter collection supplies, disposal fees, landscaping or greening materials, safety equipment.	\$0		Eligible
D. Equipment Rental / Use	Temporary use or rental of vehicles, tools, or heavy equipment directly used for project activities.	\$0		Eligible
E. Outreach and Engagement	Community engagement events, educational campaigns, signage, printed materials, translation, youth outreach.	\$0		Eligible
F. Project Administration (Direct)	Direct administrative work tied to project delivery, including reporting, documentation, and coordination.	\$30,000	Clean California CCEP Grant	Eligible (Limited to ≤10%)
G. In-Kind Contributions	Volunteer labor, donated materials, facilities, or services.	\$0	Local / Partner	In-Kind
H. Other Direct Costs	Any other eligible direct costs (specify).	\$0		Eligible
TOTAL ESTIMATED PROJECT COST		\$300,000	Clean California CCEP Grant	

2. Cost Estimate Narrative

1. Outreach and Engagement

Estimated Cost: \$0

While outreach is a vital part of this project, the City will leverage existing City resources to support public engagement and volunteer recruitment activities. These efforts will be supported through in-kind staff time and communication platforms already in use across City departments, including access to the City website, newsletter, and social media.

2. Direct Labor Costs

Estimated Cost: \$270,000

This is the core investment of the proposed project. Funds will support:

Clean California Community Cleanup and Employment Pathways (CCEP) Grant Program

Attachment E – Cost Breakdown and Estimate

- **Five (5) part-time Public Works staff members and one (1) Public Works Supervisor**, working 20 hours per week for one year.
- Establish a second crew by adding two (2) part time positions to operate on the days the current crew is not scheduled to enable expanded service coverage four days per week.
- Priority hiring will go to individuals connected to Pathway to Housing program, the City's workforce re-entry and housing program.
- Wages, payroll taxes, onboarding, training, uniforms, and scheduling support are included in this cost.

These positions will be responsible for litter abatement, graffiti removal, and beautification in disadvantaged areas. This investment aligns with the City's dual commitment to environmental improvement and inclusive economic opportunity.

3. Cleanup & Beautification Materials

Estimated Cost: \$0

Cleanup materials (trash bags, gloves, graffiti removal kits, safety vests, etc.) will be provided through the City's existing Public Works inventory and general operating budget. This allows the City to maximize funding for employment without compromising operational quality. These in-kind materials support the direct work of the crew and will be tracked for reporting purposes.

4. In-Kind Contributions

Estimated Cost: \$0 (value provided in-kind)

While no direct grant funding is requested in this category, the City is contributing substantial **in-kind support** to the project, including:

- Oversight and coordination by City leadership and department heads.
- Use of City-owned trucks and equipment for field operations.
- Access to data tracking platforms and IT systems.
- Grant compliance, procurement, and HR coordination support.

These contributions strengthen the project's sustainability and ensure alignment with existing City operations.

5. Project Administration -- Direct

Estimated Cost: \$30,000

This will fund our **staff member** who will oversee:

- Quarterly grant reporting to Caltrans.
- Invoice and draw request processing.
- Site documentation, program performance tracking, and data entry.
- Ongoing communication with field supervisors and finance staff.

This role ensures full compliance with Clean CA requirements and provides continuity and accountability from award through close-out.

**Clean California Community Cleanup and Employment Pathways (CCEP) Grant Program
Attachment E – Cost Breakdown and Estimate**

Total Estimated Cost: \$300,000

The City of Fontana is prepared to accept partial funding for any of the categories above and will adjust the scale of implementation accordingly. The requested funds are targeted to maximize impact in disadvantaged neighborhoods while promoting workforce development, public safety, and civic pride.

3. Funding Sources

Funding Source	Type	Amount (\$)	Status (Confirmed / Pending)
Clean California CCEP Grant Request	State	\$300,000	Pending
Local Agency Contribution	Local	\$0	<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending
Workforce Partner Contribution	In-Kind	\$0	<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending
Other Source (Specify)		\$0	<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending
TOTAL		\$300,000	

4. Schedule of Expenditures


Note: Fields are pre-populated in italics as examples for consideration.

Project Phase	Description of Activities	Estimated Start / End Dates	Estimated Expenditure (\$)
<i>Phase 1: Project Initiation</i>	<i>Finalize agreement, hire crew, procure materials</i>	January 2026-March 2027	\$0
<i>Phase 2: Implementation</i>	<i>Conduct cleanup events, training, and beautification</i>	April 2026 - March 2027	\$270,000
<i>Phase 3: Public Engagement</i>	<i>Outreach, education, and community reporting</i>	2026	\$0
<i>Phase 4: Reporting and Close-Out</i>	<i>Final reports, outcomes documentation</i>	October 2027	\$30,000
TOTAL			\$300,000

5. Cost Certification

By signing below, the applicant certifies that:

- All costs are **reasonable, necessary, and directly related** to proposal / project delivery.
- No indirect or overhead expenses are included.
- All in-kind and partner contributions have been accurately represented.
- The applicant agrees to maintain cost documentation for audit purposes in compliance with CCEP guidelines.

Authorized Signature: 
 Title: HOUSING DEVELOPMENT MANAGER
 Date: 1-13-26