

Extreme Heat and Community Resilience Program Round 2 Applicant Preparation Guide

Overview

Purpose

This guide is designed to help potential applicants evaluate their readiness to successfully navigate the Extreme Heat and Community Resilience Program (EHCRP) Round 2 application process. It provides a checklist of key steps and materials needed to prepare for the application period and ensure project proposals align with program requirements.

Round 2 program requirements in this guide are subject to change. Please consult the [EHCRP website](#) for up-to-date information.

EHCRP Round 2 Overview

Round 2 of EHCRP will award \$22.5 million in funding to transformative infrastructure planning projects that bring lasting, positive change to communities. The program aims to support efforts that combine community services and physical improvements to protect the health of Californians who are most vulnerable to extreme heat. This second round of funding comes from the Greenhouse Gas Reduction Fund (GGRF) and California's Climate Bond (Proposition 4).

Anticipated Timeline & Milestones

LCI anticipates releasing the EHCRP Round 2 Notice of Funding Availability (NOFA) AND Pre-Application Interest Form in early 2026 and expected to announce awardees in Fall 2026. The full application will be released to applicants who have submitted a Pre-Application Interest Form.



The activities suggested in this checklist are meant to prepare applicants to submit the Pre-Application Interest Form, which will be due 4-6 weeks after the grant guidelines and NOFA are released.

The Round 2 Program requirements and timeline discussed in this guide are subject to change. For the most up-to-date information, please consult the [EHCRP website](#), sign up for [e-mail updates](#), or contact EHCRP at ICARP.Grants@lci.ca.gov.

Technical Assistance for Applicants

General resource materials and tools will be available to all applicants to support the development of their proposals. Applicants may also request technical assistance (TA) to help meet grant requirements and strengthen the competitiveness of their applications.

TA will be prioritized for applicants representing disadvantaged communities, Tribes or Tribal entities, applicants in regions not funded in Round 1, and those without access to a consultant or grant writer. Other factors that may be considered in prioritizing TA include the applicant's organizational capacity, the transformative potential of the proposed project, and the characteristics of the community to be served. Applicants will be able to indicate interest in receiving TA on the Pre-Application Interest Form, after which ICARP will reach out with additional information and next steps.

Who Can Apply?

Eligible applicants include:

- **Local and regional public entities**, including cities, counties, metropolitan planning organizations (MPOs), joint powers authorities (JPAs), regional transportation planning agencies (RTPAs), councils of governments (COGs), congestion management agencies, groundwater sustainability agencies, school districts, special districts (e.g., climate resilience districts, resource conservation districts, harbor districts), local or regional public authorities, local or regional public agencies, or other political subdivisions.
- **California Native American Tribes or Tribal entities**, including Native American tribes that are on the contact list maintained by the Native American Heritage Commission (NAHC) for the purposes of Chapter 905 of the Statutes of 2004 (Pub. Resources Code, § 21073).
- **Community-based organizations (CBOs)** including, but not limited to, 501(c)(3) nonprofit organizations, non-governmental organizations, philanthropic organizations, faith-based organizations, foundations, and other organizations with a history of representing vulnerable communities.
- **Coalitions**, collaboratives, or associations of nonprofit organizations that are fiscally sponsored by a 501(c)(3) non-profit or academic institution.
- **Academic institutions** include individual public California institutions of higher education (e.g., universities, community colleges, etc.). Note, while individual institutions are eligible applicants, state agencies representing a system of higher education institutions (e.g., University of California, California State University) are not eligible applicants.

For-profit entities, state and federal agencies, and individual community members are not eligible.

Applicant Team Roles

Together, the Lead Applicant, Co-Applicant(s), Contributor(s), and Supporter(s) are collectively referred to as the "Applicant Team". The Applicant Team must meet the eligibility criteria defined above.

- The **Lead Applicant** will be responsible for submitting the Pre-Application Interest Form and full application and will receive funds from EHCRP if awarded. If awarded, the Lead Applicant will enter into an agreement for grant funding with the State.
- **Co-Applicant(s)** are required by the Program for each project and will receive funds from EHCRP through the Lead Applicant if awarded. The project work plan and budget must include the Co-Applicant's key activities, detailed tasks, and cost.
- **Contributor(s)** are not required by the Program but can be included in the project proposal, work plan, and budget without detailed tasks. This flexibility allows the Lead Applicant to develop the Contributor's role post-award and over the course of the project period. Total budget for Contributors should be not exceed 30% of the total proposed budget.
- **Contractor(s)** are entities paid by the grant to accomplish specific tasks. Contractors can be non-profits or private entities. Contractors do not have to be selected at the time of application. Contractors will be selected using the rules and guidelines of the Lead Applicant.
- **Supporters** are not required by the Program but can be included in the proposal to help illustrate local support for the proposed project. Supporters do not receive funding from the Program and include partner organizations who can participate in some project activities without additional funds. Supporters will submit a letter of support with the application.

What Kinds of Projects are Eligible for Awards?

The Round 2 RFP will require that applicants propose one of two project types:

- **Early Transformative Infrastructure** projects are smaller, early-stage projects that need more planning and time for building infrastructure solutions. However, they must also include an infrastructure demonstration project.
- **Advanced Transformative Infrastructure** projects are larger, more complex projects that focus on built environment or nature-based solutions designed primarily to provide shade and/or cooling benefits. These projects should be further along in the planning process but can also include planning components.

The table below describes the award amounts and budget requirements by project type.

Award Amounts and Requirements by Project Type

	Award Amounts	Budget Requirement for Infrastructure	Budget Requirement for Partnerships and Belonging
Early Transformative Infrastructure	\$600,000 - \$1,000,000	25% - 60% towards an infrastructure demonstration project	20% minimum of budget
Advanced Transformative Infrastructure	\$2.5 M - \$4.0 M	Minimum 75% towards infrastructure	15% minimum of budget

Connecting Proposed Projects to Program Values

EHCRP aims to support proposals that have project goals and vision aligned with the **EHCRP Program Values** listed below. Be sure to use these values to guide your project planning and proposal development.

1. **Harm Reduction:** Proposal must include policy, planning, programmatic or infrastructure solutions that reduce heat-related illness and/or death. Proposals need to demonstrate that the proposed infrastructure and additional grant activities will reduce harm caused by extreme heat in their communities.
2. **Collaborative Partnerships:** Co-Applicants are required for all Round 2 applicants, except California Native American Tribes or Tribal Entities. Successful partnerships center heat vulnerable voices with those who can help expand and support lasting solutions.
3. **Transformational Projects:** Proposed projects must beyond one-time interventions by creating lasting change through policy, programs, or infrastructure. These proposals will integrate social and physical infrastructure to drive lasting change. All proposals must include infrastructure solutions and demonstrate how they contribute to long-term resilience to extreme heat and broader community resilience.

How to Prepare for the EHCRP Round 2 Application

There are many opportunities for potential applicants to get started early on their Round 2 proposals before the RFP and Pre-Application Interest Form are released in early 2026.

Before you get started...

1. Review Round 2 eligibility to confirm that your organization is an eligible entity.
2. Make sure you've bookmarked the [EHCRP webpage](#) and signed up for program and application updates [here](#)!

3. Review the checklists below to get started early on application preparation!

1. Identify and Scope Your Project

Getting an early start on identifying, scoping, and planning your project will make the application process smoother and less stressful, giving you more time to focus on building strong partnerships and building a compelling proposal. A good place to begin is by reviewing program requirements and community priorities, identifying potential sites and project components, and drafting a preliminary budget.

Project Identification and Scoping Checklist

- ☐ Review Round 2 Activity Eligibility Requirements, Project Types, and EHCPR Program Values to guide project planning.
- ☐ Review any existing local or regional heat or hazard mitigation plans to identify existing priorities and strategies.
- ☐ Review any previous planning or community engagement efforts around extreme heat to identify geographic or community priorities.
- ☐ Identify potential sites or areas for your project and assess site feasibility, including ownership, land use/zoning, environmental considerations, and potential permitting needs.
- ☐ Determine the planning and design stages required for physical infrastructure, including timelines and dependencies. Consider operations, maintenance, and long-term sustainability of the project once implemented.
- ☐ Draft a high-level timeline for project milestones (e.g., planning, design, permitting, construction, evaluation).
- ☐ Determine any planning components required before, during, or after the development of physical infrastructure (e.g., community engagement, community planning, assessments).
- ☐ Review budget requirements and develop a preliminary project budget including costs, activity, and task types.
- ☐ Begin to outline how your project will create transformational change. This could be a lasting policy change, new or updated programming, or additional infrastructure projects.
- ☐ Throughout the project planning process, consider and document how the project advances harm reduction, collaborative partnerships, and transformational elements.

2. Begin Building Partnerships

Multistakeholder partnerships are a required component of each grant project. Round 2 requires that all Lead Applicants include a Co-Applicant in their proposed projects to be eligible for consideration. California Native American Tribes and Tribal Entities are exempt from the requirement to include a Co-Applicant.

Partnership Requirements

Round 2 requires specific pairings of Lead and Co-Applicant entity types to ensure that each team includes the local expertise, community experience, and governmental authority, and operational capacity necessary to implement the project (see table below).

The table below lists the required Co-Applicant type for each Lead Applicant type.

Required Lead and Co-Applicant Types

Lead Applicant Type	Required Co-Applicant Type
Local or Regional Public Entity	CBO
Community-Based Organization (CBO)	Local or Regional Public Entity
Public Academic Institution	CBO AND Local or Regional Public Entity
CA Native American Tribe or Tribal Entity	None required

With Round 2 expected to launch in early 2026, applicants should begin building partnerships now, as defining roles and coordinating responsibilities across multiple organizations can take time. Early one-on-one and group discussions, supported by a collaboration matrix that outlines each partner's type and responsibilities, can help clarify structure and streamline coordination.

Strong partnerships typically bring together entities with complementary strengths and proven community engagement experience—for example: regional climate collaboratives, organizations representing social workers or Access and Functional Needs communities, and youth-led or youth-empowerment groups.

Consider these questions to help identify potential project partners:

- Are there organizations/groups doing work to address extreme heat or community resilience in your community?
- What organizations are most trusted by the people that are most vulnerable to extreme heat?
- What organizations have been most effective at building community power and advocating for policy change and community-centered infrastructure improvement?
- Have you had previous discussions with other organizations around extreme heat and community resilience?
- Are there existing local or regional planning documents or strategies for addressing extreme heat? Who owns those plans?
- What specialized skills or expertise would your project benefit from? Are there local organizations that have these skills?
- How can partners be included in the project scope to create a holistic, comprehensive approach to addressing extreme heat?

Partnership Building Checklist

- ☐ Consult the new EHCRP Round 2 Partnership Requirements to see which entity type you should partner with as Co-Applicant
- ☐ Identify organizations and groups working on extreme heat or community resilience in your project area and consider what project roles they might support
- ☐ Try to identify and engage your Co-Applicant as early as possible and begin clarifying roles and responsibilities for both the proposed project and preparing your application
- ☐ Begin gathering required documentation from your Co-Applicant early (see Section 3 for a list of required documents for the Applicant Team)
- ☐ Identify other potential key partners who can support the project as Supporters or Contributors and begin outreach to those organizations
- ☐ Communicate about and request Letters of Support early to account for turnaround time
- ☐ Looking Ahead: While Lead and Co-Applicants are not required to submit Partnership Agreements until after a project is awarded, preparing early will reduce the effort later on. A partnership agreement is required. A template will be provided once grants are awarded. Some of the elements of a partnership agreement are: roles and responsibilities, conflict resolution, and governance structures.

3. Gather Documents Required for Round 2 Application

Required application documents vary by applicant type and are outlined below to help you begin gathering and organizing materials in preparation for the application period. The documents listed below are due when the full application is due. They are not required when submitting the Pre-Application Interest Form.

- ☐ All Applicant Types: Include a letter of support from each Co-Applicant and up to three letters of support from Supporters.

The below documentation is required for Lead Applicants and Co-Applicants:

- ☐ All Applicant Types¹: Must submit documents to demonstrate financial capacity to adhere to the reimbursement processes of grant, including a current annual operating budget; financial statements from the past two years including all balance sheets, income statements, and statements of cash flows. Non-profit organizations must submit a copy of their most recent Federal Form 990 and a copy of the organization's IRS 501(c)(3) Tax

¹ California Native American tribes are exempt from submitting any financial management information that violates their data sovereignty.

Determination Letter. Any applicant that had an audit finding in the last five (5) years is required to enclose it in the application in an official letter.

- ☐ For CBOs: Include a letter or other document approved by the governing body or officer(s) of the CBO committing to the execution of the project proposed in the application.
- ☐ For CBOs: Include an MOU, operating agreement or other document establishing the organization and setting forth its purpose. 501(c)(3) nonprofit organizations may meet this requirement by providing their valid Employer Identification Number (EIN).
- ☐ For coalitions or collaboratives that are fiscally sponsored by a 501(c)(3): Include an MOU, operating agreement or other document establishing the coalition or association, listing its membership, and setting forth its purpose.
- ☐ For coalitions or collaboratives that are fiscally sponsored by a 501(c)(3): Include a letter from the fiscal sponsor stating their intent to serve as fiscal sponsor, as well as proof of the sponsor's nonprofit status, if applicable.