



Active Transportation Program: Use of the California Conservation Corps (CCC) and California Association of Local Conservation Corps (CALCC)



PRIOR TO SENDING APPLICATION TO CALTRANS



Step 1

Determine if Application is for a Planning Grant

- If application is for a planning grant, there is no need to submit information to the Corps and there will be no penalty to the applicant

- if the application is NOT for a planning grant, proceed to Step #2



Step 2

Applicant Submits Info to both CCC and CALCC

Applicant emails the following concurrently to both CCC AND CALCC:

Project Title* Description * Map *
Schedule * Detailed Estimate *
Preliminary Plan

CCC

atp@ccc.ca.gov

Attn: Nelson Bellesheim
916/341-3117

CALCC

inquiry@atpcommunitycorps.org

Attn: Danielle Lynch
916/ 426-9170



Step 3

Corps Inform Applicant of Capacity to Partner w/in 5 Business Days from Receipt of Information

Applicant indicates on the application that they have coordinated with both Julie Wolsey w/ the CCC AND Dominique Lofton w/ CALCC and determined one of the following:

- Neither corps can participate in the project (0 points)
- Applicant intends to use CCC or CALCC on specified items (0 points)
- Applicant contacted corps but does not plan to use corps (-5 points)
- Applicant has not coordinated with both corps (-5 points)



Step 4

Applicant Includes Copy of Corps' E-mail Correspondence with Application

The CCC and CALCC will provide a list to Caltrans of all project submitted to them and indicating which projects they are available to participate on.



Step 5

Caltrans Reviews Applications and Assigns Points for Use of Conservation Corps

0-points:

- Application is for a planning grant
- Applicant has coordinated with both corps and intends to use one or both of the corps
- Applicant has coordinated with both corps and neither corps can participate

Minus 5 points:

- Applicant has not coordinated with both corps
- Applicant has contacted both corps but intends not to use the corps

Once the Project is Funded:

- Applicant will need to justify Public Interest Finding (PIF) – must show that conservation corps can do work for less than project estimate. If PIF not justified, conservation corps cannot be used on project.
- Once PIF is justified, conservation corps will enter into contract agreement with the applicant.

If applicant indicated on application that they intended to use either the CCC or CALCC, then fail to use/chose not to use corps after funding was received, the entity will receive negative points (up to minus 10 points) on the next ATP application.