

**CHEVRON REFINERY MODERNIZATION PROJECT ENVIRONMENTAL  
AND COMMUNITY INVESTMENT AGREEMENT**

**Between**

**CITY OF RICHMOND, CALIFORNIA**

**And**

**CHEVRON PRODUCTS COMPANY,  
A DIVISION OF CHEVRON U.S.A. INC.**

**CHEVRON MODERNIZATION PROJECT  
ENVIRONMENTAL AND COMMUNITY INVESTMENT AGREEMENT**

This Chevron Modernization Project Environmental and Community Investment Agreement (the "Community Agreement" or "Agreement") dated \_\_\_\_\_, 2015 (the "Execution Date") is entered into by and between Chevron Products Company, a division of Chevron U.S.A. Inc., a Pennsylvania Corporation ("Chevron"), and the City of Richmond ("City"), a municipal corporation and charter city, as follows. The foregoing parties are sometimes referred to herein each individually as a "Party" and collectively as the "Parties."

A. On May 23, 2011, Chevron submitted an application to the City for a Conditional Use Permit ("CUP") for the Chevron Refinery Modernization Project ("Project" or "Modernization Project"). In February 2014, Chevron submitted an application to the City for a Design Review Permit for the Modernization Project. The terms "Project" and "Modernization Project" shall include either the Project, as proposed by Chevron, or an alternative described in the Final EIR that may be approved by the City Council.

B. The Modernization Project, as proposed by Chevron, consists of the modification, replacement, and installation of various equipment and structures at the Chevron Richmond Refinery ("Refinery"), including the Hydrogen Plant Replacement, Sulfur Removal Improvements, and emission-reducing Project Design Features ("PDFs"), all as described in Volume 1, Chapter 3 of the March 2014 Draft Environmental Impact Report for the Chevron Refinery Modernization Project ("Draft EIR") as amended by the June 2014 Final Environmental Impact Report (State Clearinghouse No. 2011062042) (together, the "Final EIR"), which is a project EIR pursuant to the California Environmental Quality Act ("CEQA"), specifically Public Resources Code section 21165-21177 and CEQA Guidelines sections 15161.

C. The Modernization Project Final EIR finds that all potential environmental impacts from the Modernization Project are not significant or will be mitigated to a less-than-significant level through the adoption of the mitigation measures identified in the Final EIR.

D. The emission-reducing PDFs included in the Final EIR for greenhouse gas (GHG) and Toxic Air Contaminant (TAC) emissions are necessary to achieve the Modernization Project objective of no net increase. With approval of the Reduced Sulfur Processing/No Physical Increase in Refinery GHG Emissions Alternative ("Alternative 11"), implementation of these emission-reducing PDFs and others would go beyond what CEQA requires. The PDFs, which will be in place prior to the operations of the Modernization Project, include:

- Replacement of three Suezmax vessels from West Coast service with two new Suezmax ships outfitted with low-emission engine technologies to reduce nitrogen oxide and diesel particulate matter emissions;
- Installation of new, cleaner Tier 4 main engines and Tier 3 auxiliary engines on one (1) tugboat that services the Chevron Long Wharf to reduce nitrogen oxide and diesel particulate emissions;

- Installation of three (3) domes on Refinery storage tanks to decrease emissions of volatile organic compounds;
- A commitment to acquire power from Marin Clean Energy for the Refinery's commercial accounts to reduce GHG emissions;
- Installation of new energy-saving LED lights to reduce GHG emissions; and
- An upgrade of the motor in the Fluid Catalytic Cracker ("FCC") cooling water tower to reduce GHG emissions.

E. The Final EIR requires Chevron to implement certain measures designed to protect and enhance public health and safety, and Chevron has committed to the implementation of these measures, including:

- Funding a five (5) year air deposition background study at up to 20 locations throughout Richmond, which may be done in conjunction with local high school science departments;
- Providing further training for the Richmond Fire Department for new equipment and operational practices;
- Working with the City, Contra Costa Sheriff's Department and other agencies to identify any beneficial improvements to the existing Community Warning System (for example, translation services, cell phone integration, notifying public congregation areas), including, as needed, contributing to and helping to identify funding for any such improvements;
- Working with local stakeholders to ensure all local area schools have emergency response procedures and plans that are adequate to minimize the risk to students in the event of a refinery incident, and ensuring that all schools have operational NOAA weather radios, and provide training on how to use them;
- Planning and conducting with appropriate regional agencies emergency response drills, and establish communication networks/protocols extending to neighboring communities and agencies.

F. Chevron anticipates that the cost of the environmental and community investments described in Recitals D and E will be up to \$40 million to directly improve air quality and enhance the public health, safety, and welfare of the residents of Richmond and incorporated and unincorporated areas of North Richmond (collectively, "Richmond").

G. In addition to implementing the mitigation measures required for the Modernization Project in the Final EIR and such additional conditions of approval as may be required, the City desires that Chevron make significant, additional investments in the Richmond community and Chevron desires to make such investments. Chevron desires to work cooperatively with the City to fund additional programs and projects that serve Richmond,

including programs, plans and policies that serve children and youth, help to reduce violence and crime in Richmond, create educational, employment, and training opportunities for Richmond and North Richmond residents, support wellbeing of residents, encourage new and innovative projects or programs that will address climate change and otherwise improve the quality of the environment and assist Richmond residents in having a safe and healthy place to live and raise families.

H. On May 28, 2014, the City convened a public community workshop to receive recommendations from the public for programs serving Richmond to be funded by Chevron in connection with the proposed Modernization Project.

I. On June 12, 2014, the City convened a second public community workshop to review and receive further public input on a draft set of proposed programs (developed based on the input received at the May 28, 2014 workshop) to be funded by Chevron in connection with the proposed Modernization Project.

J. The priorities identified as a result of the two public workshops and City review process were further evaluated, and identified as creating benefits for the Richmond communities closest to the Chevron Richmond Refinery.

K. On July 9 and 10, 2014, the Planning Commission held a duly noticed public hearing to consider the requested Conditional Use Permit and Design Review Permit for the Project, to consider whether the EIR for the Project was completed in compliance with CEQA, Public Resources Code section 21000 *et seq.*, and the City of Richmond's Guidelines and Procedures for Implementation of CEQA, Resolution No. 125-03 (adopted September 23, 2003), and to consider whether to recommend that the City enter into an agreement between the City and Chevron providing for Chevron funding to the City to support a variety of programs, including those identified during the May 28 and June 12 public workshops.

L. On July 10, 2014, by way of Resolution 14-11, the Commission certified that the EIR was completed in compliance with CEQA, adopted findings pursuant to Public Resources Code section 21081 for the Chevron Refinery Modernization Project ("CEQA Findings"), and adopted the Mitigation Monitoring and Reporting Program for the Chevron Refinery Modernization Project ("MMRP") and the mitigation measures identified therein, and made such mitigation measures conditions of approval. The CEQA Findings selected the Reduced Sulfur Processing/No Increase in Refinery Greenhouse Gas Emissions Alternative ("Alternative 11") as the "environmentally superior" alternative. The certification of the EIR was subsequently appealed to the City Council by Chevron.

M. On July 10, 2014, by way of Resolution 14-12, the Planning Commission approved Conditional Use Permit and Design Review Permit Number PLN11-089 for Alternative 11, subject to the condition that Permit Number PLN11-089 shall not become effective unless and until the City Council first approves and executes, or affirmatively and explicitly does not require, a Chevron Modernization Project Community Health and Wellness Agreement. By way of the same Resolution 14-12, the Planning Commission recommended to the City Council that the City enter into a fully-enforceable Chevron Modernization Project Community Health and Wellness Agreement with Chevron (renamed the Environmental and

Community Investment Agreement), which includes programs to receive direct funding as well as programs to be eligible for grant funding from the City, as further described in Exhibit B to Resolution 14-12. The approval of the Conditional Use Permit was subsequently appealed to the City Council by Chevron.

N. On July 29, by way of Resolution 67-14, the City Council has or will have taken action on Conditional Use Permit and Design Review Permit Number PLN11-089, subject to the condition that the City enter into this Agreement prior to commencing construction of the Project.

O. In negotiating and entering into this Agreement, the City Council has taken into consideration the priorities identified in the two public workshops as well as the recommendations of the Planning Commission, and has identified programs consistent with the categories of programs and initiatives identified in Exhibit B to Resolution 14-12. This Agreement is a voluntary investment by Chevron to assist the Richmond community, and is not a mitigation measure which is required to reduce any environmental impact nor is it a condition of approval for the conditional use permit or Project.

P. This Agreement supersedes the prior July 31, 2014 Chevron Refinery Modernization Project Environmental and Community Investment Agreement between City and Chevron.

## AGREEMENT

**NOW, THEREFORE**, in consideration of the mutual promises and the terms and conditions set forth in this Agreement, the Parties agree as follows:

### **1. EFFECTIVE DATE**

This Agreement shall become effective upon City Council approval of Conditional Use Permit and Design Review Permit Number PLN11-089] (the "Effective Date"). This Agreement shall remain in effect until the later of (i) ten years after commencement of operations of the Replacement Hydrogen Plant, or (ii) transfer of ten annual payments of \$3 million to the City as described in Paragraph 2(A) below and transfer of ten annual payments of \$3 million to the City as described in Paragraph 2(B).

### **2. CHEVRON FUNDING AMOUNTS AND TIMING**

In accordance with the terms of this Agreement, City shall use funding from Chevron totaling \$80,000,000 and support provided by Chevron to provide benefits, including associated City administrative costs, in the categories set forth in Section 3. The amount and timing of Chevron's funding obligation shall be divided into two payment types.

#### **A. Guaranteed Payments**

Following approval of the Project and execution of this Agreement, Chevron shall pay to the City \$5,000,000 over five years as follows:

<b>Year</b>	<b>Amount</b>
2014	\$1,000,000
2015	\$1,000,000
2016	\$1,000,000
2017	\$1,000,000
2018	\$1,000,000

The first Guaranteed Payment shall be made no later than ninety (90) days following approval of the Project and execution of this Agreement, and annually thereafter on the anniversary of the first payment, or another mutually agreed upon date. The Guaranteed Payments shall be used to help fund the development, implementation, and monitoring of the Climate Action Plan as described in Section 3.G.2, the Roof-top Solar, Energy Retrofit, City of Richmond Zoning Ordinance Update, and Additional Programs as described in Section 3.G.5, and/or the Electric City and Easy Go program described in Section 3.G.1, and shall be credited to the funding obligation for Community-Based Greenhouse Gas Reduction Programs, as described in Section 2.B.

**B. Contingent Payments**

Chevron shall pay to the City the remaining \$75,000,000 over ten years commencing on the "Obligation Date," which shall be the earlier of: (i) sixty (60) days after issuance of the first building permit for the Replacement Hydrogen Plant in the event there is no litigation pending against the Project EIR or against City or Bay Area Air Quality Management District Project permits or approvals ("Litigation Challenge"); (ii) prior to commencement of operation of the Replacement Hydrogen Plant even if Litigation Challenges remain pending; or (iii) sixty (60) days following final judicial resolution of all Litigation Challenge(s). Annual payments thereafter shall be due on or before the anniversary of the first payment, or another mutually agreed upon date.

Chevron's annual payment to the City for the term of the agreement ("Annual Funding Amount") shall be:

<b>Year</b>	<b>Amount</b>
Year 1	\$11,000,000 (\$8,000,000 of this Annual Funding Amount shall be used to fund the scholarship program described in Section 3.A.1)
Year 2	\$8,000,000
Year 3	\$8,000,000
Year 4	\$8,000,000
Year 5	\$8,000,000
Year 6	\$8,000,000
Year 7	\$7,000,000
Year 8	\$7,000,000

Year 9	\$6,000,000
Year 10	\$4,000,000

As provided in Section 2.B, no less than \$3,000,000 per year for ten (10) years shall be allocated from the Annual Funding Amount to the Community-Based Greenhouse Gas Reduction Programs, except that the Guaranteed Payments shall amortize over the ten year period and \$500,000 per year shall be applied to the funding commitment for the Community-Based Greenhouse Gas Reduction Programs.

**3. CHEVRON FUNDING CATEGORIES**

The City shall use the Annual Funding Amount to fund projects and programs in the following general categories.

**A. Community Programs**

The Annual Funding Amount not designated for the Community-Based Greenhouse Gas Reduction Programs shall be used to fund the following Community Programs. The total expenditures identified below represent the projected total expenditure available under this Agreement for those individual Community Programs. The disbursement of the Annual Funding Amount to the individual Community Programs shall be allocated as set forth below over the ten (10) year funding period by the City in the City's sole discretion with advice from Richmond residents and stakeholders, including Chevron; provided the allocation of funds among funding Community Program categories over the ten (10) year funding period may be modified upon a two-thirds (2/3) majority vote of the City Council, which vote may be held not more than once within each calendar year during which the funding obligations of the Agreement remains in effect.

The City on an annual basis shall track the progress of and issue a report describing the Community Programs funded under this paragraph, their outcomes and contributions to the City for each year in which funds under this Agreement are expended. This tracking and reporting obligation of the City shall be for the benefit of Chevron, as well as the City, both of which are desirous of transparency and reporting on the progress of the goals identified in Recital D.

The Community Programs and the allocation of funding for those Community Programs identified in this Agreement shall be subject to annual review by the City Council, and may be adjusted and modified depending upon impact, community need, and the development of new technology.

**B. Scholarship Program**

Total Expenditure: \$35,000,000.

This program will provide scholarship money for any Richmond resident when they graduate high school to continue their education. This program will be modeled on the Kalamazoo or the El Dorado Promise which provide a similar service to young people in those communities. The Richmond Promise will guarantee the ability of Richmond residents to pursue

higher education and secure meaningful employment, including pursuing careers in research and development, engineering, and renewable energy fields. This program will be limited to students who live in Richmond and graduate from a public high school (which includes charter schools in existence during the 2015-2016 academic year), or private school within the West Contra Costa Unified School District boundaries. This program will be limited to students who live in Richmond and graduate from a public high school in the West Contra Costa Unified School District. The program will be administered through a private 501(c)(3) non-profit or foundation formed or selected by the City and Chevron. Chevron shall work with the City and use its best efforts to raise additional funds to benefit this program.

**C. Programs relating to Skills, Job Training and Readiness, and Job Transition Training**

Total expenditure: \$6,000,000.

City to fund programs relating to skills, job training and readiness, and job transition training, so that Richmond residents, including youth, will be better able to secure employment and make meaningful professional contributions in the trades related to Project construction or operations, in technical and service fields that support the Refinery, and in the emerging field of renewable energy, as well as to promote local hiring. These funds shall be allocated, in amounts to be determined by the City, to:

- (a) Fund pre-apprenticeship construction skills training with direct entry agreements with the Carpenters Union, Joint Apprenticeship & Training Committee (JATC), and Laborers Training & Retraining Trust Fund for Northern California, and for any expansion of the program to include skills training in the plumbing, piping, and electrical trades. Training includes, but is not limited to, Carpentry, Forms & Concrete, Hazardous Materials, Lead, Asbestos, Energy Efficiency, & Solar Installation.
- (b) Establish and fund a Business Assistance and Capacity Building Program, or to support existing business assistance and capacity building programs administered by other organizations.
- (c) Augment funding of On The Job Training (OTJT) program(s), which provides wage subsidies for businesses that hire Richmond residents and to improve the skills and job-readiness of Richmond residents.
- (d) Fund Adult Education and Skill Building Program(s) including RichmondWORKS and Literacy for Every Adult Program (LEAP), to prepare Richmond residents to be part of the local labor force with the goal of achieving full and meaningful employment. The program(s) would focus on skills that will enhance local workers competitiveness in local job markets. The program(s) may include education and skills such as administrative support services,

General Educational Diploma (GED) preparation, English as a second language (ESL), vocational classes, mathematics skills, financial coaching, and mental health and wellbeing.

- (e) Fund expansion of Youth Employment and Skill Building programs designed to enhance the readiness of Richmond youth for employment, including in petro-chemical or renewable energy related sectors, including emergency preparedness and response. The programs may include YouthWORKS, internships, work experience and service learning, career services (e.g., connecting students with jobs, grants, and scholarships), high school shadow program for internships, college internships, and summer programs.
- (f) Fund job transition training, targeting the re-entry population for employment. The job transition training may include, but not be limited to, teaching technical and soft skills such as safety training, mentoring, life skills, business and project management skills, and educational assessment.
- (g) To fund programs that support entrepreneurship, particularly for youth, women, and disadvantaged groups, to increase the pool of Richmond businesses using programs that provide entrepreneurship skills and opportunities and potentially providing services to local industries, including refinery and related industries, and the renewable energy industry.

#### **D. Public Safety Programs**

Total expenditure: \$2,000,000.

Sustain critical programs in the City of Richmond's public safety departments, including but not limited to the Youth Academy, Explorers, and the Richmond Police Department CCTV Program cameras (including equipment acquisition and maintenance, and officer review of camera footage), during construction of the Project in order to prepare for and assist in responding to incidents that may be associated with the number of Project construction workers and subcontractors, and high volumes of truck and equipment traffic on local roadways due to Project construction; provide capital funding for the Family Justice Center. No component requiring additional review and discretionary approval under CEQA may proceed until such time as such subsequent required CEQA process has been completed.

#### **E. Free Internet Access**

Total Expenditure: \$1,000,000.

Free internet access, including the provision of internet and fiber optic infrastructure, in Facility fenceline communities to ensure that fenceline community residents have access to

online Community Warning System (CWS) resources and information, and enhance CWS operation in fence-line communities in the event of Facility incidents and emergencies.

**F. Competitive Grant Program**

Total expenditure: \$6,000,000.

Chevron shall provide to the City \$6,000,000 over the first seven years of annual payments to fund community programs and non-profits focused on communities, youth and youth sports programs, which may include but are not limited to:

- (a) Summer camp programs, including programs developed collaboratively with the West Contra Costa Unified School District and the Education Fund, to make structured, academically-focused, out-of-school-time programs available so that Richmond youth might be better prepared to eventually secure meaningful employment.
- (b) Implementation of the City of Richmond's Health in All Policies Strategy and Ordinance, which aims to eliminate health disparities and work towards health equity through a collaborative approach by addressing the social determinants of health and integrating health into the decision making process across all departments of the City.
- (c) Implementation of Full Service Community Schools in the Richmond and Kennedy High School family of schools, particularly those elementary schools nearest to the Facility, to support:
  - (i) Coordination and delivery of support services for school sites;
  - (ii) Career academies;
  - (iii) Implementation of Restorative Justice practices and programs;
  - (iv) Health and wellness education;
  - (v) Science, technology, arts, engineering and mathematics and applied learning partnerships;
  - (vi) Student and parent engagement and education in academic and career pathways (culturally relevant and linguistically appropriate);

- (vii) Environmental and health applied learning partnerships; and
- (viii) Coordination of the above listed services with local businesses and organizations, universities, service providers, public agencies, and other organizations with expertise in the topical service subjects.

The supporting programs and activities will complement the implementation of the Cities Education and Human Services Element, West Contra Costa County Unified School District (WCCUSD) Local Control Accountability Plan, and WCCUSD Strategic Plan.

- (d) The expansion of existing, and/or the implementation of new service learning programs and activities designed to build a range of skills for infants, children, and youth, including:
  - (i) Personal (e.g., physical, social/emotional, life/career-planning, literacy and readiness)
  - (ii) Academic (e.g., literacy, mathematics, environmental science, public health, performing arts)
  - (iii) Technical: (e.g., engineering, technology)

The objective shall be to contribute to the education, skills, and training of future generations of Richmond residents to better enable them to secure meaningful employment, including in Project construction or operations, with Facility-related supply and service vendors, or in renewable energy jobs.

- (e) Design and construction of new segment(s) of the Bay Trail to close gaps along the trail to improve the feasibility of travel by other modes other than automobiles for local residents and thereby improve the wellness of local residents and reduce greenhouse gas emissions; provided, however, that no component requiring additional review and discretionary approval under the CEQA may proceed until such time as such subsequent required CEQA process has been completed.
- (f) Establishment (including planning and building) of and ongoing delivery of health care services by Community Health Centers, that focus on providing direct primary health care services to the residually uninsured populations in Richmond, and to support the wellness of Richmond residents whose health may be affected by local environmental conditions, including air quality from local industrial emissions; provided, however, that no component

requiring additional review and discretionary approval under CEQA may proceed until such time as such subsequent required CEQA process has been completed.

- (g) In-home, community-based asthma prevention program(s), in light of local air quality and to improve public health and safety, which may include partnerships with UC San Francisco and other medical providers.

#### **G. Community-Based Greenhouse Gas Reduction Programs**

Consistent with the commitment and mandated mitigation measure in the environmental impact report (EIR) prepared for the Richmond Refinery Modernization Project, funding for the Community-Based Greenhouse Gas Reduction Programs (GHG Program) shall be \$3,000,000 per year for ten (10) years, with total funding not to exceed \$30,000,000, to support the types of GHG Programs identified in Chapter 4.8 – Greenhouse Gases of the EIR, and to be selected and implemented in the manner provided in that chapter, including but not limited to the following:

- (1) Electric City and Easy Go

Total expenditure: \$18,000,000.

This transportation program may include a City bike-share program, charging stations, vehicle purchase for the City, electricity costs for the City's vehicle fleet for ten years, to offset City costs of conversion to zero emission vehicles; to improve mobility for Richmond residents, including but not limited to, improvements in walkability, BART alternatives, public transit connections, reduced price transit passes, bike paths, bike share and shuttle services; and financial incentives to encourage acquisition, lease, rental, sharing and use of electric vehicles; incentives to promote electric vehicle programs in future projects; and educational outreach to promote these transportation measures, promote trip-sharing, promote shared use of specialty vacation vehicles such as Sports Utility Vehicles (SUVs); and continue to subsidize the existing Easy Go programs provided, however, that no more than 20% of available funding can be spent to support the existing Easy Go fleet and program, and future Easy Go fleet acquisitions are limited to electric vehicles where feasible (e.g., electric vans are not yet feasible), all for the purpose of reducing greenhouse gas emissions; provided, however, that no component requiring additional review and discretionary approval under CEQA may proceed until such time as such subsequent required CEQA process has been completed.

- a) Electric City

For information purposes, Electric City is a cutting edge comprehensive plan to increase Electric Vehicle usage, to reduce transportation caused GHG emissions, which are the Bay Area's main contributor to Global Warming. The Electric City 8 Step Pilot Project will show policy makers (nationally and internationally) how to increase usage of Electric Vehicle. Examples of such measures could include the following: (1) more charging stations; (2) make EVs more affordable by providing rental income for unused EVs; (3) bring EV car rental to Richmond; (4) reduce range anxiety by providing a convenient and economical longer range vehicle when

occasionally needed; (5) share the City's unused EVs with residents on weekends; (6) provide subsidies to encourage residential developers to provide onsite EV carshare; (7) subsidies for EV sales/leases; and (8) robust educational campaign.

b) Easy Go

For information purposes, Phase 1 of Richmond's award-winning Easy Go Green Transportation is an award-winning program that created a localized green carsharing service, provided local green jobs, and increased mobility for Richmond residents while decreasing transportation caused carbon emissions, which are the Bay Area's leading contributor to Global Warming.

Phase 2 would take Easy Go to the next level by implementing cutting edge Green Transportation programs throughout Richmond, with outreach to increase usage, including: (1) outreach by transportation coordinators to plan specific trips; (2) private car-sharing using greener vehicles; (3) provide low-cost, convenient occasional SUV rentals to encourage SUV owners to switch to greener vehicles; (4) provide subsidies to encourage developers to build Easy Go into new residential developments; (5) continue to subsidize existing economically marginal Easy Go programs (neighborhood electric vehicles, vans) to provide time for self-sufficiency and to switch to electric vehicles whenever feasible);

(2) Climate Action Plan

Total expenditure: \$1,000,000.

City to further develop its Climate Action Plan integrating co-health benefits and greenhouse gas reduction targets for the City. Funds may also be used for implementation and monitoring; provided, however, that no component requiring additional review and discretionary approval under CEQA may proceed until such time as such subsequent required CEQA process has been completed. The Climate Action Plan is the policy vehicle through which the City addresses reduction of greenhouse gases, improvement of air quality, and protection of health, all of which are in furtherance of the mitigation measures adopted for the Project.

(3) Urban Forestry

Total expenditure: \$2,000,000.

Urban greening, regional trail, and park improvement program(s) (e.g., tree planting, urban agriculture, park access) designed to reduce greenhouse gas emissions and achieve co-benefits, including, improved air quality, stormwater quality and noise levels, reduced crime, improved health, and/or to restoration of biological resources. These programs may include, but are not limited to, outdoor education, job training, youth involvement, and resource maintenance, including funding for City staff (e.g., gardener, arborist) to coordinate, implement and/or oversee these programs, and other activities related to resource management at Point Molate; provided, however, that no component requiring additional review and discretionary approval under CEQA may proceed until such time as such subsequent required CEQA process has been completed.

(4) Transportation and Transit Programs.

Total Expenditure: \$2,750,000.

Funding for programs that directly or indirectly encourage alternative transportation and access to public transportation, including but not limited to alternative fuel sources, and which contribute to community fiscal health by reducing spending on vehicle fuel.

(5) Roof-top Solar, Energy Retrofit, City of Richmond Zoning Ordinance Update and Additional Programs

Total Expenditure: \$6,250,000.

Funding for roof-top solar systems, energy efficiency, City of Richmond Zoning Ordinance Update to align the City's development regulations with General Plan 2030 for the purposes of reducing greenhouse gas emission, and other programs identified in Chapter 4.8 of the EIR; provided, however, that no component requiring additional review and discretionary approval under CEQA may proceed until such time as such subsequent required CEQA process has been completed.

For funding allocations for roof-top solar systems and energy efficiency, energy efficiency and solar rebates shall be modeled after the City's R3 program (Richmond Recovery Rebates). The R3 Program is a residential energy rebate program implemented by the City of Richmond Environmental Initiatives. The program was funded by the Energy Efficiency and Conservation Block Grant to create new jobs, spur economic activity and invest in long-term growth. The program made rebates available to Richmond homeowners for home assessments, energy efficiency upgrades, and solar panel installations. The program maximized benefits and social returns for the community by leveraging all available State and Regional rebates in the program design. The City Manager shall issue any regulations necessary to implement this program, which may also include new strategies for programs for multifamily homes.

4. **OTHER COMMITMENTS**

The following commitments shall become binding on the parties on the Obligation Date:

**A. Modernization Project Local Content Agreement**

For construction employment related to the Modernization Project, on a quarterly basis, Chevron shall ensure that all construction contractors have demonstrated good faith efforts by following the hiring processes specified below in an attempt to employ Richmond residents. For non-construction employment related to the Modernization Project, on a quarterly basis Chevron shall ensure that it has demonstrated good faith efforts by following the hiring processes specified below in an attempt to employ an individual having his or her permanent residence in one of the seven (7) zip code areas covering Richmond, unincorporated North Richmond, or environs (Richmond Domiciled Residents).

- (1) Construction Employment. Chevron shall ensure compliance with provisions of this subsection (a) by all construction contractors of any tier, performing work on the Modernization Project.
  - (a) Long-Range Planning. Prior to hiring for construction employment the Modernization Project, each contractor shall provide to the designated City staff the approximate number and type of hires that it will make for employment, and the basic qualifications necessary for each projected hire.
  - (b) Hiring Process. Contractors shall take the following steps to employ Richmond Domiciled Residents:
    - (i) Step One - Assignment of Current Workers: Contractors shall assign to perform project work any current employees who are Richmond Domiciled Residents.
    - (ii) Step Two – Dual Notification: Contractors signatory to a collective bargaining agreement shall both (A) request that the hiring hall refer Richmond Domiciled Residents, and utilize name call, apprenticeship sponsor, rehire, or similar procedures in the collective bargaining agreement to request particular individuals who have been identified as Richmond Domiciled Residents; and (B) notify the City's Employment and Training Department (ETD) of workers needed and relevant qualifications. Contractors that are not signatory to a collective bargaining agreements shall notify the City's Employment and Training Department (ETD) of workers needed and relevant qualifications.
    - (iii) Step Three – Consideration of Richmond Domiciled Residents: If the contractor is not signatory to a collective bargaining agreement, or if the hiring hall has not promptly referred Richmond Domiciled Residents, the contractor shall fairly consider Richmond Domiciled Residents that have been referred by the ETD within 2 business days of request therefor.
  - (c) Compliance. Chevron is in compliance with this section (a) for a quarter if all contractors performing work in that quarter have demonstrated good faith efforts by complying with the hiring process requirements set forth above.
  - (d) Apprentice Utilization. Each project contractor shall employ in its regular workforce Richmond Domiciled Residents who are enrolled and participating in an apprenticeship program. Such an apprenticeship program must have been approved by the State

Department of Industrial Standards. The expected number of apprentices will vary based upon the availability of Richmond Domiciled Residents indentured in the various apprenticeship programs, and shall be specified by the City for each trade, prior to commencement of project construction.

(2) Non-Construction Employment.

- (a) Hiring Process. For non-construction jobs related to the Modernization Project, prior to hiring a non-Richmond Domiciled Resident or recruiting from the general public, Chevron will notify the ETD with regard to available positions, with a description of qualifications, and fairly consider (including by interview) qualified workers referred by the ETD within five days of request. Job qualifications shall be only those directly related to performance of job duties. Chevron is in compliance with this section (b) for a quarter if it has complied with the hiring process described in this section for all Modernization Project hires made during that quarter.
- (b) Award of Service Contracts and Supply Contracts. When Chevron awards a contract for non-construction services to be performed related to the Modernization Project, or for purchase of supplies related to the Modernization Project, Chevron shall make good faith efforts to award the contract to a "Richmond business," as defined in the Richmond Business Opportunity Ordinance. For purposes of this section (c), good faith efforts include:
  - (i) at least four weeks before award of the contract in question, providing notification of the contracting opportunity, and the procedure for bidding on the contract, to City's designated business liaison, or other outreach resource as directed by the City;
  - (ii) at least four weeks before award of the contract in question, advertising the opportunity to bid in a local publication designated by the City; and
  - (iii) promptly providing Richmond businesses with complete information about the prospective contract and bidding procedures.

Within five days after the award of any contract covered by this section, Chevron shall provide to the City the following information: the name, address, and telephone number of the business to whom the contract was awarded, whether that business is a certified local business, and the projected dollar amount of the contract.

(3) Miscellaneous.

- (a) Local Hire Coordinator. Chevron shall provide a local-hire coordinator to help implement this Paragraph 3.A.
- (b) Reporting. For both construction and non-construction jobs, Chevron shall prepare monthly reports detailing: the number of hires for employment relating to the Modernization Project during the month (Modernization Hires); what percentage of Modernization Hires were Richmond Domiciled Residents; a description of Modernization Project jobs filled by Richmond Domiciled Residents and others; the amount of total monthly wages (Wage Bill) for both Modernization Hires and Richmond Domiciled Resident Modernization Hires; and compliance with the provisions in this Paragraph 3.A. Reports shall be filed with the ETD within thirty days after completion of each month. Chevron shall also describe the measures taken to implement this Paragraph 3.A at such level of detail such that compliance can be ascertained and assured. Reports shall commence once construction begins. City staff will assist Chevron by preparing forms to be completed for this purpose.
- (c) Out-of-State Workers. The requirements of sections (a) and (b) shall not apply to hours of work performed by residents of states other than the State of California, and such hours shall not be considered determining satisfaction of percentage requirements described herein.

**B. Utility-Scale Photovoltaic Solar Farm**

Following approval of the Project, Chevron shall enter into a lease with Marin Clean Energy ("MCE") that is substantially similar to the near-execution form lease agreement that has been negotiated by Chevron and MCE and which has been reviewed by the MCE Board of Directors ("the MCE Lease"). Pursuant to the MCE Lease:

- (a) Chevron shall provide MCE sixty (60) acres of Chevron-owned land adjacent to the Richmond Parkway for the development of a utility-scale photovoltaic solar farm (the "MCE PV Project");
- (b) The initial term shall be twenty-five (25) years, with one (1) five (5) year extension;
- (c) Chevron shall provide the land, which Chevron values at approximately \$10,000,000 for the life of the lease, at a nominal rate of \$1.00 per year;
- (d) MCE shall use its best efforts to use a minimum of 50% Richmond-resident labor force;

- (e) A viewing platform and kiosk is planned at the MCE PV Project site, promoting public education about the role of solar energy in their community.

Pursuant to the MCE Lease, the initial phase of the MCE PV Project would be for development of a two (2) megawatt (MW) facility, with later phases potentially resulting in up to a twelve (12) MW facility providing a source of local renewable energy. For informational purposes only, and not as a term of this Agreement or the MCE Lease, Chevron and the City understand that the initial 2 MW facility MCE PV Project would be the largest facility of its kind in Richmond and Contra Costa County, and any later-development to increase the MCE PV Project up to 12 MW facility would be the largest of its kind in the greater San Francisco Bay Area.

The terms of the MCE Lease may be amended upon mutual agreement of Chevron and MCE, and any such amendment of the MCE Lease, including an amendment that effects any of the above-specified terms, shall not considered a breach of this Agreement. Chevron shall work with MCE and the City as necessary to coordinate and maximize the community benefits of the MCE PV Project. In the event of any amendment to the MCE Lease, Chevron shall use its best efforts to ensure that the local labor requirement and public education provisions remain a substantive commitment of the MCE Lease.

## **5. GOVERNANCE**

Funds made available pursuant to Section 2 of this Agreement shall be administered solely by the City of Richmond in its sole discretion. The City will solicit input from community stakeholders, including Chevron, and Richmond residents.

## **6. MISCELLANEOUS**

### **A. No Third Party Beneficiaries.**

There are no intended third party beneficiaries to this Agreement. This Agreement is intended to benefit only the Parties and no other person or entity has or shall acquire any rights hereunder.

### **B. Public Benefit Only.**

Nothing in this Agreement is intended to personally benefit, or improperly influence, any government official.

### **C. Grants Benefitting Specific Persons.**

There is no intention by either party to earmark any payment or grant to, or for the benefit of, any specific individual or entity, unless specifically provided for in this Agreement.

**D. Grants to Public Agencies.**

Any grants or payments made pursuant to this Agreement to public agencies shall be conditioned on that agency's agreement to disclose its receipt as required by the California Political Reform Act, as interpreted by the California Fair Political Practices Commission.

**E. Police Power.**

Nothing herein shall constitute a surrender or abnegation of the City's control over its planning and zoning processes. Nothing in this Agreement shall be construed to abrogate the police powers conferred on the City pursuant to Article XI, Sections 5 and 7 of the California Constitution.

**F. Entire Agreement.**

This Agreement, inclusive of Exhibit A, constitutes the entire agreement between the parties and it is expressly understood that the Agreement has been freely and voluntarily entered into by the parties with the advice of counsel, who have explained the legal effect of this Agreement. The terms of this Agreement are contractual and not mere recitals. This Agreement may not be altered, modified or otherwise changed in any respect except in writing, duly executed by the Parties or their authorized representatives. This Agreement is fully integrated.

**G. Successors in Interest.**

The rights and obligations of the Agreement shall be binding on all successive owners, heirs, and assigns of the parties hereto.

**H. Amendments.**

This Agreement may be modified, supplemented, or amended in writing by the Parties. Any modification, supplementation, amendment, or waiver that would materially affect the rights of both Parties must be signed by both Parties.

**I. Warranty of Authority.**

By executing this Agreement, each of the undersigned Parties to this Agreement covenants, warrants, and represents that he, she or it is fully authorized to enter into this Agreement and carry out the obligations on behalf of the person or entity for whom he or she is signing.

**J. Understanding of Terms.**

This Agreement is executed voluntarily by each of the Parties without any duress or undue influence on the part of, or on behalf of, any of them. Each of the Parties to this Agreement has read and fully understands the meaning of each provision of this Agreement and has relied on independent advice and representation of legal counsel in entering into this Agreement.

**K. Severability.**

In the event any of the terms, conditions, or covenants contained in this Agreement is held to be invalid, any such invalidity shall not affect any other terms, conditions or covenants contained herein which shall remain in full force and effect.

**L. Construction.**

This Agreement and each of the provisions hereof, is the product of negotiations between the Parties and their respective attorneys. Each of the Parties hereto expressly acknowledges and agrees that this Agreement shall not be deemed to have been prepared by or drafted by any particular party hereto. The rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

**M. Governing Law.**

This Agreement shall be governed, construed, interpreted, enforced and the relations between the parties determined in accordance with the laws of the state of California, without regard to its choice of law rules.

**N. Venue.**

The Parties irrevocably agree to the jurisdiction of, and any action to enforce or interpret this Agreement shall be filed in, the Superior Court of the County of Contra Costa.

**O. Headings and Captions.**

Paragraph titles or captions contained herein are inserted as a matter of convenience and for reference, and in no way define, limit, extend or describe the scope of this Agreement or any provision thereof.

**P. Notices.**

Except as otherwise specifically set forth herein, all notices or other communications specifically required or permitted to be given under this Agreement shall be in writing and personally delivered or sent by certified mail, return receipt requested and postage prepaid, or sent by reputable overnight courier (such as Federal Express), or by tele-facsimile with confirmation by overnight courier or U.S. Postal Service the following day, to the following:

For CITY OF RICHMOND:

Attention: City Manager P.O. Box 4046  
Richmond, CA 94804  
FAX: (510) 620-6542

Copy to:

Attention: City Attorney City of Richmond  
P.O. Box 4046  
Richmond, CA 94804  
FAX: (510) 620-6716

For CHEVRON PRODUCTS COMPANY

Attention: Refinery Manager Richmond Refinery  
Chevron Products Company 841 Chevron Way  
Richmond, CA 94801

A notice shall be effective on the date of personal delivery or tele-facsimile transmission, if personally delivered or transmitted before 5:00 p.m., otherwise on the day following personal delivery or telecopy transmission, or two (2) business days following the date the notice is postmarked, if mailed, or on the day following delivery to the overnight courier, if sent by overnight courier. Any Party to the Agreement may change the person, address, or tele-facsimile number to which notices are to be given to it by giving notice of such change in the manner set forth above for giving notice.

**Q. Agreement Lawful and Enforceable.**

All Parties agree that this Agreement is lawful, enforceable, and binding on all Parties; agree to waive any challenges to the enforceability of this Agreement; and agree not to either affirmatively or by way of defense seek to invalidate or otherwise avoid application of the terms of this Agreement in any judicial action or proceeding.

**R. Events of Default.**

A Party will be deemed to be in default under this Agreement ("Defaulting Party") upon the occurrence and continuance beyond all applicable cure period of any of the following (each shall be an "Event of Default"): (a) the Defaulting Party fails to pay an amount due under this Agreement to the other Party (the "Non-Defaulting Party") and such failure continues for more than thirty (30) days after the date of written notice from the Non-Defaulting Party specifying the amount that is owing and past due in reasonable detail; (b) the Defaulting Party fails to perform any other material obligation under this Agreement and such failure continues for more than thirty (30) days after the date of written notice from the Non-Defaulting Party specifying such failure to perform in reasonable detail; or (c) failure of a representation or warranty set forth in this Agreement to be true in any material respect as of the date when made or required to be made under this Agreement.

**S. Dispute Resolution.**

If a legal dispute arises related to the interpretation or enforcement of or the status of compliance with the terms and conditions of this Agreement, including the rights and obligations of the Parties hereunder (the "Dispute"), City and Chevron shall first attempt to resolve it through informal discussions. In the event a Dispute cannot be resolved in this manner within twenty-one (21) days, City and Chevron shall endeavor to settle the Dispute by mediation which, except as otherwise mutually agreed upon by the Parties, shall be conducted under the then

current JAMS rules and procedures for mediating business disputes by a neutral third party selected from the JAMS panel of neutrals. This dispute resolution process shall be undertaken in good faith and exhausted prior to the institution of legal proceedings by either Party.

**T. Remedies.**

If an Event of Default occurs and continues under this Agreement, the remedies of the Non-Defaulting Party will be to terminate this Agreement or to seek specific performance of this Agreement. Neither City nor Chevron shall have any liability or obligation to pay damages to one another or to any other person or entity as a result of or attributable to any Event of Default or other breach or violation of this Agreement.

**U. Costs of Enforcement.**

If any action at law or equity, including any action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, each party to the litigation shall bear its own attorney's fees and costs.

**V. Waiver.**

The waiver of any provision or term of this Agreement shall not be deemed a waiver of any other provision or term of this Agreement. The mere passage of time, or failure to act upon a default, shall not be deemed a waiver of any provision or term of this Agreement. The waiver by City of any breach of any term or provision of this Agreement shall not be construed as a waiver of any subsequent breach. Inspections or approvals, or statements by any officer, agent or employee of the City relating to Chevron's performance, or payments therefore, or any combination of these acts, shall not relieve Chevron's obligation to fulfill this Agreement as prescribed; nor shall the City be thereby stopped from bringing any action for enforcement arising from any failure to comply with any of the terms and conditions of this Agreement.

**W. Incorporation of Recitals and Introductory Paragraph.**

The Recitals contained in this Agreement, and the introductory paragraph preceding the Recitals, are hereby incorporated into this Agreement as if fully set forth herein.

**X. Further Acts.**

Each Party hereby agrees that it shall, upon request of any other Party, execute and deliver such further documents and do such other acts and things that are reasonably necessary and appropriate to effectuate the terms and conditions of this Agreement.

**Y. Indemnification.**

- (1) Chevron shall indemnify, defend and hold harmless the City, its officers, agents, employees and volunteers from and against any and all claims, suits, or actions of every kind and description, damages, losses, and expenses including attorneys' fees arising out of, or pertaining to, or relating to the negligence, recklessness, or willful misconduct of Chevron,

its officers, agents, and employees, or brought forth on account of injuries to or death of any person or damage to property arising from or connected with the willful misconduct, negligent acts, errors or omissions, ultra-hazardous activities, activities giving rise to strict liability, or defects in design by Chevron in the performance of this Agreement, including the concurrent or successive passive negligence of the City, its officers, agents, employees or volunteers.

- (2) It is understood that the duty of Chevron to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Chevron shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by City, the City and its officers, agents, employees or volunteers, immediately upon tender to Chevron of the claim in any form or at any state of an action or proceedings, whether or not liability is established. An allegation or determination that persons other than Chevron are responsible for the claim does not relieve Chevron from its separate and distinct obligation to defend under this Section 5(v). The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes and obligation to provide independent counsel if Chevron asserts that liability is caused in whole, or in part, by the negligence or will misconduct of an indemnified Party. This Section 5(v) survives performance of Chevron's duties set forth herein and termination of this Agreement.

**Z. Force Majeure.**

Neither Party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions, wars, insurrections, terrorism and/or any other cause beyond the reasonable control of the Party whose performance is affected. Notwithstanding the preceding sentence, it shall be the duty of any Party invoking *force majeure* to give prompt written notice of the *force majeure* event to the other Party and to promptly take reasonable steps in good faith to minimize the delay or damages resulting from a default in performance and to perform all non-excused obligations of such Party under this Agreement.

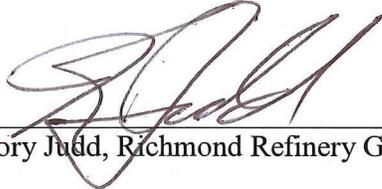
**AA. Counterparts.**

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall be constitute but one and the same instrument.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives as of the Execution Date.

Agreed and Accepted

Chevron Products Company,  
a division of Chevron U.S.A. Inc.

  
\_\_\_\_\_  
Kory Judd, Richmond Refinery General Manager

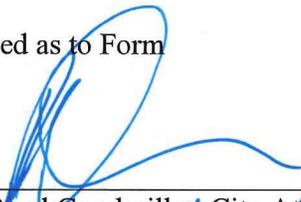
18 Feb. 2016  
\_\_\_\_\_  
Date

City of Richmond, a municipal corporation and charter city

  
\_\_\_\_\_  
Bill Lindsay, City Manager

2/18/16  
\_\_\_\_\_  
Date

Approved as to Form

  
\_\_\_\_\_  
Bruce Reed Goodmiller, City Attorney

2/18/16  
\_\_\_\_\_  
Date



**Scholarship America Response to City of Richmond  
Richmond Promise Request for Information  
September 2015**



Cheryl Amundson  
Director  
Scholarship America  
[camundson@scholarshipamerica.org](mailto:camundson@scholarshipamerica.org)  
507-931-8338

9/3/2015

## The Richmond Promise & Scholarship America: *Partnering for Student Success*

Scholarship America enthusiastically welcomes the opportunity to support the goals of the Richmond Promise which is fully aligned with our own mission to mobilize America to make post-secondary success possible for all students. Since 1958, Scholarship America has worked directly with students, businesses, communities, colleges, foundations and student support organizations and volunteers to empower people to fulfill their college dreams. As the nation's largest manager of private scholarships, having distributed over \$3.2 billion to more than 2 million students, Scholarship America is now working to further engage the private sector, locally and nationally, to support programs and policies that advance equity in post-secondary education.

The Richmond Promise mission, "to promote academic success that leads to viable lifelong learning and career opportunities for local students", commitment to ensuring equity in education and focus on building a qualified future workforce are completely aligned with Scholarship America's social impact goals and policy work. Along with our 50 years of expertise in designing and managing high impact scholarship programs, Scholarship America is focused on helping communities build philanthropic support programs to help local students pursue their college dreams. Scholarship America would be proud to partner with the City of Richmond, Chevron and the "Richmond Promise Champions" to create and deliver the highest quality scholarship program to the students and families of Richmond.

As the "go-to" organization for scholarships, with a deep understanding of the post-secondary space, a physical presence in Washington D.C. and a broad digital audience to target and amplify awareness, our experience includes the PG&E Bright Minds Scholarship Program, the Edison Scholars Program, the Buick Achievers Scholarship Program and the San Antonio Area Foundation Scholarship Program.

A partnership between the Richmond Promise and Scholarship America will assist in meeting the following scholarship administration goals:

- ✓ Advance educational outcomes for Richmond residents.
- ✓ Promote economic growth.
- ✓ Nurture a culture of lifelong learning.
- ✓ Form collaboration between the City of Richmond, the West Contra Costa Unified School District, Community Partners, and the Richmond community.

Following is an overview of the program structure, opportunities to maximize educational support and community involvement, as well as the marketing and promotional opportunities per your request. Scholarship America takes pride in our ability to partner with organizations to bring our expertise in creating customized solutions and innovative models that will best serve your students and achieve your desired outcomes. We look forward to further discussing this opportunity at your convenience.

## PROGRAM STRUCTURE AND MANAGEMENT

Scholarship America will provide end-to-end administration for the Richmond Promise scholarship program that includes:

- design and set up of the application process,
- managing the competitive scholarship process,
- selecting recipients for awards,
- notification to all applicants,
- payment of awards, and
- customer service to students, school officials, and other stakeholders.

Service will be delivered through a customized, branded e-application for each component supported by email and phone communications with a dedicated Program Manager. Students will complete an easy application process with upload feature for required documents and a confirmation of application submission. The Program Manager will remind applicants of important key dates and process deadlines.

In addition to the Program Manager, **Despina Costopoulos**, Director of Community Engagement and Partnerships based in Sacramento, is anxious to serve as a Scholarship America champion and resource person for the Richmond Promise. Despina has deep experience in the California post-secondary education space.

For the past twelve years at the California Student Aid Commission, Despina has coordinated and sourced the California Cash for College program, a successful large-scale public-private partnership college financial aid assistance program. Together with an incredible regional and local network of college access programs, financial aid experts, business leaders such as the Los Angeles Area Chamber of Commerce, high schools, campuses, community groups and legislative offices, she has worked to assist low-to-moderate income students and their families in applying for state and federal college financial aid. In 2014 more than 42,000 students attended one of 800 Cash for College workshops across the State of California. And with the help of the California Cash for College program and Despina's work, the participants of these workshops qualified for more than \$180 million in combined state and federal grant aid.

The following Scholarship America programs and initiatives are opportunities for the Richmond Promise to maximize educational support and community involvement.

Scholarship America®

**Dollars for  
SCHOLARS®**

At the heart of Scholarship America lies our Dollars for Scholars division—more than 500 locally based, volunteer-driven affiliates serving students in thousands of communities across the country. With a national network of support behind them, Dollars for Scholars affiliates help hometown students achieve their educational goals by raising scholarship funds, establishing endowments, providing assistance with college readiness and the financial aid process, and distributing scholarships each year.

Scholarship America®

**Collegiate  
PARTNERS®**

The Collegiate Partners program involves more than 350 colleges, universities and technical schools to help maximize the impact of financial aid from our organization. Many even have matching-fund agreements, and all are committed to helping students get the most out of their scholarships managed by Scholarship America; both Dollars for Scholars and Scholarship Management Services.



Scholarship America Dreamkeepers is designed to help students stay in college when faced with an unforeseen financial emergency. Through Dreamkeepers, students receive both financial assistance to get them through their emergency, as well as access to additional resources and student services-- such as access to a financial literacy resource web portal that was designed to help them build their long-term money management skills. These resources and tools help students reach their educational goals.

As previously discussed with the City of Richmond team, these programs will be customized to meet the needs of the Richmond Promise. The goals will be to build awareness of the importance of postsecondary education, create a college-going culture, instill community ownership of the Richmond Promise initiative and form the infrastructure for the continuation of the Richmond Promise beyond the ten year timeframe.

#### **Scholarship America® Public Policy Agenda**

With nearly 60 years of experience in providing and shaping impactful educational supports to students, and as the voice of the private sector in postsecondary education, Scholarship America is now working to further engage the private sector to support programs and policies that advance equity in postsecondary education. This public policy agenda is the culmination of two years of research and dialogue on issues such as financial aid award displacement, college costs, student debt, tax benefits, public-private partnerships, and college access, persistence and completion.

Building on that work, the public policy agenda includes three main priorities:

- Expanding partnerships between the public and private sectors to build capacity and additional supports for students
- Ensuring a robust financial aid system that works for students by maximizing and bolstering federal and state financial aid, with the private sector contributing and leveraging support for students who need it most
- Requiring institutional transparency, minimum standards and outcomes from all postsecondary institutions to ensure that institutions are serving students well and producing outcomes that advance student success

**Max Espinoza**, Senior Vice President, Education Programs and Policy is responsible for building the organization's advocacy, public policy, and research platforms and providing strategy and operational management of the organization's education programs, including Dollars for Scholars, the Dreamkeepers program, Collegiate Partners and the Dream Award.

Max came to Scholarship America with over 14 years of experience in education policy, program development, implementation and oversight. Max spent more than a decade with the California State Legislature in key leadership roles advising elected officials in the shaping of policy and fiscal priorities; prior to joining Scholarship America, he served as chief advisor on higher education to Assembly Speaker John A. Pérez and members of the Assembly Democratic Caucus. While there, Max advanced equity in postsecondary education access, protected and expanded the state's financial aid programs and shepherded other important policy changes including the enactment of "The Working Families Student Fee Transparency and Accountability Act."

Max previously served as an executive leader at the California Student Aid Commission, serving as the agency's principal spokesperson and liaison to over 400 high schools and colleges, managing over \$1 billion in state and federal financial aid programs and overseeing the delivery of support services to students and schools. From 2004 to 2009, Max served as President of the Chicano Latino Youth Leadership Project (CLYLP), an all-volunteer run, community based nonprofit whose mission is to enhance and build the leadership potential of California's Chicano/Latino youth.

## **RECOMMENDED KEY DATES AND MILESTONES**

### **A. Scholarship Management**

Scholarship America has established best practices based on 50 years of experience with scholarship management. Scholarship America recommends the Richmond Promise use standard application and disbursement procedures to increase efficiencies, to lower administration costs in comparison to last dollar selection methodology and to create a user-friendly experience for applicants and parents and other stakeholders.

#### **Rationale for standard application, selection and disbursement procedures**

- Allows adequate time for completion and submission of the Free Application for Federal Student Aid (FAFSA) or the California Dream Act application. Student financial need is determined by the FAFSA Expected Family Contribution and total need.
- Is a one step process with award notification in mid-June. In comparison, last dollar awards are a two-step process. Students are notified they are award recipients in mid-June but award values are not confirmed until school financial award letters are submitted and calculations are made.
- Is less time consuming to administer than last dollar methodology. Therefore, scholarship administrative costs are lower.
- Payments are made on August 1 prior to the start of the fall term. Last dollar calculations are made after financial aid award letters are received and calculations are made. Financial award letters are sent to students generally between mid-June to late August. Disbursement of award letters varies by school. This wide time range makes it difficult to consistently calculate awards prior to the start of fall term. Therefore, scholarship payments may be delayed causing late payments to schools and increasing the risk of dropped classes.
- Awards are consistent and based on school of choice; four-year, two-year or career and technical education (CTE) certification. Students can accurately estimate the scholarship award value given school of choice.
- In general, this standard timeline causes less anxiety for students and parents. Knowing their scholarship award earlier results in greater levels of satisfaction with the program.
- A majority of students will likely demonstrate need and be eligible for full value of awards given the demographics of the West Contra Costa Unified School District. The extra time required to make last dollar calculations may have little effect on the award value based on \$1,000 - \$4,000 awards.

This is a recommended calendar for implementation based on discussions with the City of Richmond and information outlined in the Draft Strategic Action Plan. It is subject to change as the Richmond Promise ("Sponsor") is more clearly defined.

**Project Scope**  
Richmond Promise

**Objective:** By partnering with Scholarship America, the Richmond Promise will work to advance educational outcomes for Richmond and North Richmond residents and promote economic growth. The Richmond Promise shall encourage collaboration between the City of Richmond (herein also referred to as “Sponsor”), Richmond Promise 501c3, West Contra Costa Unified School District (WCCUSD), eligible schools, community partners, and Richmond and North Richmond residents.

All applicants will need to meet the eligibility requirements that have been established by the City of Richmond to be eligible to apply for the program. Each eligible student will receive an award. The amount of each award will be calculated by Scholarship America using the “Last Dollar” approach, providing any needed funds a student might have after receiving institutional financial aid from the FAFSA or Dream Act application. Students will be eligible to receive between \$500 and \$2,500 each year they are eligible for the program, not to exceed four (4) years. As the nation’s largest manager of private scholarships, having distributed over \$3.2 billion to more than 2 million students, Scholarship America is now working to further engage the private sector, locally and nationally, to support programs and policies that advance equity in post-secondary education. In 2014 Scholarship America implemented over 1,300 education assistance and scholarship programs, received applications from students in over 100 countries, and disbursed over \$193,600,000 to students across the world. Scholarship America will offer customized solutions and a wealth of expertise to the Richmond Promise team to assist in launching the first years of the program.

**Scope of Work and Tasks:**

Scholarship America will provide the following services:

**Task 1.1: Applicant Eligibility:** Scholarship America will ensure all applicants meet all of the following criteria:

- Student must have been continuously enrolled in an eligible school and reside in the City of Richmond since at least the 9th grade; the award will reflect the cumulative amount of years a student is both a Richmond resident and attends an eligible school.
- Students must complete and provide verification of a FAFSA or California DREAM application to qualify for the scholarship award.
- Enrollment for each year will only be counted if a student enrolls by the first week of that academic year and remains enrolled through that school year.
- Students have 3 years to complete an associate’s degree or CTE certification or 5 years to complete a bachelor’s degree, and must begin school within one academic year of high school graduation; exemptions will be made for veterans of military service, beginning with the class of 2016.
- Eligible students must have positive attendance at an eligible school defined by missing no more than 10% of the school year, including excused and unexcused absences; exemptions will be made for students who spend extended time in a hospital in the event of a medical emergency.
- Students must participate in at least one extracurricular, volunteer, or work/internship activity outside school and a college preparatory or advising program.
- Students must be in good standing with their colleges or universities, as defined by those institutions, to remain eligible for the next year.

- Students must be attending school full-time
- Students may not use the scholarship for fully online programs or for profit institutions.

**Task 1.2: Design and production of e-application materials:** Scholarship America will design and develop the web-application materials for the City of Richmond's review and approval. Scholarship America will also manage the full implementation and launch of the web-application and website for students and families. Scholarship for America will partner with the City of Richmond or the Richmond Promise Executive Director to host (1) one to three (3) training sessions with eligible school staff and community based organizations. This will be provided in English and Spanish, and a PDF will be made available in both English and Spanish.

**Task 1.3: Customer Service:** Scholarship America will intake all applications, provide secure storage of applications and student data, provide customer service activities for students, families, schools, and City of Richmond and Richmond Promise officials including responding to inbound emails and phone calls. See Appendix for Scholarship America data security procedures.

**Task 1.4: Process all application materials:** Scholarship America will receive and review all scholarship applications ensuring students are eligible to apply for the program prior to receiving an award. Scholarships will be granted using a "Last Dollar" calculation. Each student will provide and upload a financial aid award letter for one institution they have been accepted to and will attend. The financial aid award letter will be used to calculate the scholarship amount for each student's award with a maximum amount of \$1,500.

In addition, with the application each student will provide and upload documentation that will identify the amount of time he/she has attended a qualifying Richmond school. The "residency multiplier" will be applied to the calculation for each student. Awards will in no case exceed the last dollar gap for the student or the maximum in the range for their school type, whichever is less.

**Task 1.5: Renewal Processing:** On an annual basis, the student will be required to repeat steps outlined in Task 1.4 since the cost of attendance and financial aid awards will change year to year. Scholarship America will proactively notify the student during the annual renewal process and provide students a link to the web application where the required documents will be uploaded. Awards are renewable up to three years or until a certificate or associate's degree is completed or up to 4 years or until a bachelor's degree is earned, which occurs first on the basis of maintaining satisfactory academic performance. Scholarship America will calculate the renewal amounts based on the process outlined in Task 1.4.

**Task 1.6: Notification of recipients:** Scholarship America will notify recipients when they have been granted an award and will also notify the non-recipients, in English and Spanish. Scholarship America will also notify the City of Richmond and the Richmond Promise Executive Director of all scholarship recipients.

**Task 1.7: Distribution of Awards:** Scholarship America will process all distributions and ensure recipients and/or their respective institutions have received the appropriate funds. To avoid displacement of awards by higher education institutions, payments will be made in mid-August on behalf of students who have met all requirements. Scholarship America will work with each higher education segment in California to request that Richmond Promise scholarship awards are not displaced and are fully utilized. In addition to mitigating any displacement, Scholarship America will also make higher education institutions aware of the full range of uses of a Richmond Promise scholarship award, which can be applied toward loan, work-study, and tuition and fees.

**Task 1.8: Award Funding/Management Fees:** The City of Richmond will provide funding for management fees to Scholarship America and will provide Scholarship America with the funds required to process the awards by August 1, 2016. Award distribution will vary from year to year based on eligibility of the applicants, their financial aid packages, and renewal students' financial aid packages. In addition, Scholarship America will partner with the City of Richmond and/or the Richmond Promise Executive Director to host at least one (1) site visit to each of the eligible high schools and two (2) community-wide parent and student workshops to promote the Richmond Promise Scholarship.

Insert staffing/contacts for Scholarship America:

Despina Costopoulos, Director of Community Engagement & Partnerships

Mike Nylund, Vice President, Scholarship Management Services

**Not to exceed Budget & Timeframes**

**Variable costs based on applicant pool:**

First 300 recipients (\$150 per recipient)	\$45,000
(Minimum base management fee \$15,000)	
Recipients over 300 (\$100 per recipient)	\$TBD
First 300 annual renewals (\$150 per renewal)	\$TBD
Renewals over 300 (\$100 per renewal)	\$TBD

**First year fixed costs:**

Web application fee	\$7,500
Base management fee	\$15,000

**Project Timeline:**

**2015**

- November 13** Application design and set up begins upon service agreement.
- November 20** Sponsor approves website landing page.
- Scholarship America develops electronic application materials (text and fields) and sends to Sponsor for review.
- December 1** Website landing page goes live with announcement of program and instructions when to return to complete application.
- December 1** Sponsor approves electronic application materials (text and fields).
- December 15** Sponsor approves electronic application site.

**2016**

- January** Sponsor publicizes the program and informs eligible students of application website.
- January 5** Application materials installed on Scholarship America's website.
- January 5** Application website launched.
- February 1** Scholarship America sends first email reminder to students who have registered but have not submitted their application.
- March 7** Scholarship America sends second email reminder to students who have registered but have not submitted their application.
- March 28** Deadline for submission of application and supporting documents (SAR or proof of CA Dream Act application) and school's financial aid award letter.
- April 18** Scholarship America sends applicant report to Sponsor for residency and percentage of award verification
- April 28** Sponsor returns confirmation of verification report to Scholarship America with eligible recipients and award percentage.
- May 1** Notify recipients they have been awarded the Richmond Promise
- July 10-25** Scholarship America calculates award amounts for verified applicants based on Financial Aid Award Letter and verified percentage.
- August 1** Sponsor forwards check to Scholarship America for amount of scholarship distribution.

**August 15** Scholarship America sends congratulatory letters to recipients with scholarship checks enclosed. Checks are made payable to the institution for the benefit of the student.

**August 15** Scholarship America sends e-notification to non-recipients.

### **PROGRAM RESPONSIBILITIES**

The parties agree that the City of Richmond may assign this contact to the Richmond Promise once that organization is incorporated and has an Executive Director. Once assigned, the Richmond Promise organization will be responsible for the City responsibilities contained herein.

City of Richmond will assume responsibility for:

1. Specification of the eligibility guidelines for the Richmond Promise Scholarship Program,
2. Approval of application materials,
3. Promotion of the scholarship program among the eligible group,
4. Approval of recipient selection, and
5. Providing the full amount of the scholarship distribution and management fee.

The City of Richmond and/or Richmond Promise Executive Director shall work collaboratively with Scholarship America to implement West Contra Costa Unified School District's offer to lead on data collection and tracking for the Richmond Promise and assume responsibility for:

1. Verification of enrollment of applicants in the school district, and
2. Designation of residency multiplier for each applicant.

Scholarship America will assume responsibility for all other program functions including:

1. Management of the scholarship program according to the conditions outlined in the program description,
2. Design and production of application materials,
3. Receipt, acknowledgment and processing of all application materials,
4. Distribution, receipt and processing of renewal information for previous scholarship recipients,
5. Review of new and renewing students' applications for eligibility,
6. Review of financial aid award letters,
7. Calculation of award amount for each new and renewing student based on school type, financial aid package and the residency multiplier,
8. Notification of recipients and renewal students,
9. Notification of non-recipients,
10. Confirmation of school enrollment,
11. Payment of awards to student recipients and/or their respective institutions on behalf of City of Richmond and only to the extent that City of Richmond has advanced the money to Scholarship America,
12. Richmond Promise community outreach activities to parents and students,
13. Providing monthly management reports with invoices to summarize program activity and results, and

14. All communication necessary for the smooth management of the scholarship program.

**Payment Provisions:**

Scholarship America will be compensated on a monthly basis, based on a percentage work completed as described in Tasks 1.0-1.8. Scholarship America shall be responsible for providing monthly management reports with invoices to summarize program activity and results with all monthly invoices.

