



COUNTY OF MENDOCINO

Executive Office

DARCIE ANTLE
CHIEF EXECUTIVE OFFICER
CLERK OF THE BOARD

501 Low Gap Rd. Room 1010
Ukiah, CA 95482

Email: ceo@mendocinocounty.gov
Website: www.mendocinocounty.gov

Office: (707) 463-4441
Fax: (707) 463-5649

Introduction

The newly established Grants Unit, staffed with 1 FTE, within the Executive Office has introduced innovative services to enhance grant management, strategic planning, and collaboration. Over the past year, the Grants Unit has advanced the County's strategy by developing and submitting 10 grant applications totaling \$5,161,850.57. Additionally, it is currently managing 11 active grants valued at \$15,756,566.64.

The Unit has collaborated with various departments and external agencies to secure vital funding. For instance, it assisted the Fort Bragg Police Department obtain \$2.4 million to expand the Community Response Unit (CRU) project. It also helped the Sheriff's Department apply for a \$50,000 grant to equip new vehicles.

Among the Unit's initiatives was implementing new grants management software across the County and organizing training sessions to enhance staff capacity in grant administration, compliance, and financial oversight. These efforts are expected to lead to improved grant management practices and increased accountability. The Unit conducted 3 general grant management trainings and 12 specialized sessions on the AmpliFund system.

Overall, the Grants Unit is dedicated to supporting County objectives and maximizing the impact of grant funding for the community's and County's benefit.

I. Effective County Government Organization

a. Grants Management Software Implementation

In 2024, the County introduced Amplifund, a web-based grant management software. A series of 12 initial training sessions were conducted for interested departments throughout 2024, with full implementation scheduled for 7/1/25, for all departments overseen by the CEO. This software aims to enhance transparency, efficiency, and regulatory compliance. Self-paced training materials are currently available on the County Amplifund SharePoint.

b. Staff Training

The Grants Unit introduced a new series of grant trainings to support staff and build internal capacity, enabling County departments to navigate the complexities of grant administration and compliance. In 2024, the Grants Unit organized three introductory grant management sessions and twelve specialized sessions on AmpliFund, the County's grant management system. These trainings assist staff in more effectively tracking and managing grant funds, reducing non-compliance risk. Self-paced training materials are available on the County Amplifund SharePoint.

c. Project Prioritization Matrix

The Grants Unit is currently developing a project prioritization matrix aimed at improving the effectiveness of its initiatives. This tool will provide a systematic way to evaluate projects, ensuring efficient resource allocation and prioritizing the most impactful funding opportunities. The matrix is expected to be finalized in early 2025.

II. A Safe and Healthy County

a. EPA Water TA Webinar

The Grants Unit hosted a webinar with the EPA in April 2024 to discuss the [WaterTA](#) program which supports communities in assessing water needs, identifying solutions, and applying for federal funding.

III. A Thriving Economy

a. **Economic Development 2025 Initiative**

The Grants Unit is collaborating with the Economic Development Unit on an initiative to enhance efforts from the Redwood Region RISE, SMEDD Comprehensive Economic Development Strategy, and the Mendocino County Strategic Plan. This initiative targets sector-specific economic development in agriculture, forest health, recreational tourism, cannabis, and workforce needs in behavioral healthcare. The process will create actionable plans that align local priorities with sustainable economic growth through community and industry engagement.

b. **Direct Homeownership Assistance Loans**

The Community Development Commission (CDC) announced in 2024 that it would not renew its contract to manage the County's legacy Direct Homeownership Assistance loan portfolio. The Grants Unit is collaborating with the CDC to transfer management of the 34 active HOME loans, 9 STBG loans, and 1 CDBG loan back to the County.

c. **Participation in CA Jobs First / Redwood Region RISE**

The Grants Unit is actively involved in the Redwood Region RISE process, which is focused on creating sustainable job opportunities in Del Norte, Humboldt, Lake, and Mendocino Counties, including Tribal Lands, as part of the California Jobs First initiative. On 11/6/24, they presented an overview of the CDBG Program to RISE's Economic Development Finance Working Group.

IV. A Prepared and Resilient County

a. **CalOES Hazard Mitigation Conference**

On December 5th and 6th, 2024, the Grant Unit participated in the CalOES Mitigation Summit in Sacramento. Attendees learned from experts in hazard mitigation, explored funding opportunities, and discussed strategies to break the cycle of damage and reconstruction. The insights gained will assist the Grants Unit in managing current HMGP grants and developing future proposals.

V. Other/Additional Information

- a. The Grants Unit manages notable demands in grant administration. Throughout 2024, the Unit completed five monthly progress reports for active projects under the CDBG MIT-PPS program and eleven quarterly reports for the CDBG and HMGP programs. Additionally, the Unit focused on processing grant amendments and modification requests as necessary.



GRANTS UNIT CY 2024 ACTIVITY SUMMARY

\$ 5,161,850.57

in grant funds applied for

Economic Development
Hazard Mitigation Planning
Community Wildfire Resilience

A Prepared & Resilient County

2024



\$ 2,521,555

Fort Bragg Care Response Unit
Coastal Expansion (CRU-C)
Board of State & Community
Corrections (BSCC)
Proposition 47 Cohort 4

\$289,387

Statewide Flood Emergency
Response Grant Program -
State Department of Water
Resources (DWR)

\$ 1,235,115

California Climate
Investment Fire Prevention
Grant Program - CAL
FIRE

\$ 50,000

SURE-UP: Strengthening,
Upfitting & Resilience in
Rural Law Enforcement -
USDA Rural Development
Community Facilities

\$ 400,000

Multi-Jurisdiction
Hazard Mitigation Plan
Update - HCD

\$ 198,236

Winter Storm Road
Clearing Equipment -
USDA

\$ 100,000

Mendocino County Critical
Facilities Generators -
PG&E

Technical Assistance

Recreation Economy for
Rural Communities
(RERC) - EPA

A Thriving Economy

2024



\$ 163,195.33

County-led Micro-enterprise
Business Technical
Assistance Program -
Community Development
Block Grant (CDBG)

\$ 204,362.24

Home Hardening Market
& Workforce Analysis -
Redwood Region RISE
Catalyst Pre-
Development Funds



GRANTS UNIT CY 2024 ACTIVE GRANTS

\$ 15,920,522.64

in awarded grant funds managed

Essential County Infrastructure Projects
Fuels Reduction & Community Preparedness
Economic Development & Community Investment

A Prepared & Resilient County

2024



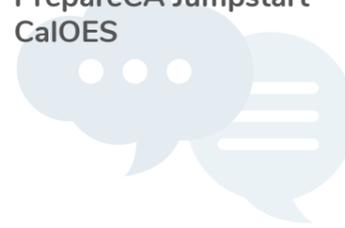
\$ 1,894,185

Fuels Reduction & Community Preparedness - California Climate Investments (CCI) Wildfire Prevention Grant
CAL FIRE



\$ 992,000

Grants Capacity Building - PrepareCA Jumpstart
CalOES



\$ 3,631,394

Building Resilient Infrastructure and Communities Program (BRIC) - Phase 1
FEMA / CalOES



\$ 3,732,597

911 Switching Equipment
CDBG 17 MIT RIP
HCD



\$ 509,707

Microwave Facilities Hardening
CDBG 17 MIT RIP
HCD

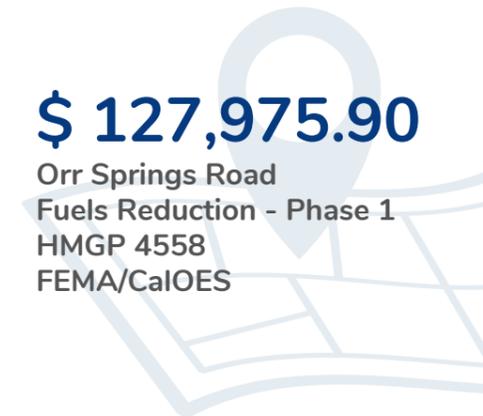


\$ 1,150,823

Microwave & Radio Communications Systems Upgrade
CDBG 17 MIT RIP
HCD

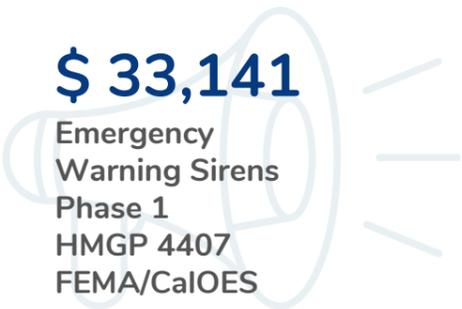
\$ 127,975.90

Orr Springs Road Fuels Reduction - Phase 1
HMGP 4558
FEMA/CalOES



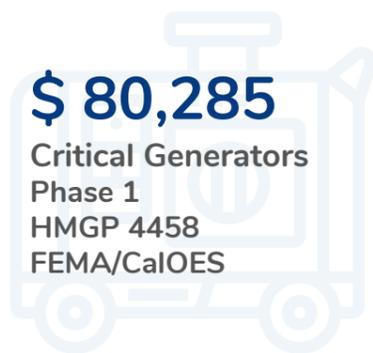
\$ 33,141

Emergency Warning Sirens Phase 1
HMGP 4407
FEMA/CalOES



\$ 80,285

Critical Generators Phase 1
HMGP 4458
FEMA/CalOES



\$ 160,000

Community Wildfire Protection Plan
CDBG 17 MIT PPS
HCD



\$ 2,218,277

Redwood Complex Ignition-Resistant Construction - Phase 2
HMGP 4354
FEMA/CalOES



A Thriving Economy

2024



\$ 763,278

Mendocino County Business Assistance Loan Program
CDBG
HCD



\$ 250,000

Mendocino County Micro-Enterprise Technical Assistance Program
CDBG
HCD



\$ 500,000

Round Valley Community Clean Up Program
CDBG
HCD



2024-2025 GRANT APPLICATIONS - MENDOCINO COUNTY GRANT UNIT

Funder	Grant Title	Project Title	Application Submitted	Award Status	Notification Date	Start	End	Project Cost		Column1
AWARDED										
State Department of Water Resources (DWR)	Statewide Flood Emergency Response Grant Program	Mendocino County 2024 Flood Emergency Response Initiative	Preproposal 12/21/23, Full proposal 5/2/24	Awarded - awaiting contract from State	9/26/2024			\$289,387.00		
Board of State and Community Corrections	Proposition 47 Cohort 4	Fort Bragg Care Response Unit-Coastal Expansion	6/10/2024	Awarded	10/4/2024	10/3/2024	6/30/2028	\$2,521,555.00		
								AWARDED	\$2,810,942.00	2
PENDING										
State Department of Housing and Community Development (HCD)	Community Development Block Grant (CDBG)	Economic Development Technical Assistance & Micro-Enterprise Assistance Program	5/3/2024	Pending				\$163,195.33		
USDA Rural Development	Community Facilities Program Disaster Repair Grants	Winter Storm Road Clearing Equipment	8/30/2024	Pending				\$198,236.00		
EPA	Recreation Economy for Rural Communities (RERC)	North County (Covelo, Leggett & Laytonville)	10/16/2024	Pending				\$0.00		
USDA Rural Development	USDA Rural Development Community Facilities Program	SURE-UP: Strengthening, Upfitting and Resilience in Rural Law Enforcement: USDA Grant for Protection	12/17/2024	Pending				\$50,000.00		
Redwood Region RISE	Catalyst Pre-Development Funds	Home Hardening Market & Workforce Analysis	1/15/2025	Pending				\$204,362.24		
								PENDING	\$615,793.57	5
NOT AWARDED										
State Department of Forestry and Fire Protection (CAL FIRE)	California Climate Investment Fire Prevention Grant Program	Mendocino Evacuation Safety Improvements Project	1/10/2024	Not Awarded				\$1,235,115.00		
State Department of Housing and Community Development (HCD)	2017/2018 CDBG MIT-PPS	Mendocino County Multi-Jurisdiction Hazard Mitigation Plan (MJHMP) Update Project	3/15/2024	Withdrew application due to HMGP 4683 award				\$400,000.00		
PG&E	Resilience Hubs Grant Application 2024	Mendocino County Critical Facilities Generators	6/6/2024	Not Awarded				\$100,000.00		
								NOT AWARDED	\$1,735,115.00	3
								All	\$5,161,850.57	12
								2024	\$4,957,488.33	11
								2025	\$204,362.24	1

2024-2025 MANAGED GRANT FUNDS - GRANT UNIT

Funder	Grant Title	Project Title	Start	End	Awarded Amount	Project Goals	Status	Column1
CDBG/HUD	CDBG - Economic Development 2021	Mendocino County Microenterprise Technical Assistance	10/20/2022	10/19/2025	\$250,000.00	Microenterprise technical assistance services provided to a total of 110 beneficiaries, 6 workshops held, outreach & marketing plan completed & regular reporting.	Microenterprise technical assistance services provided by West Business Development Center to a total of 103 unique clients, ongoing outreach & marketing as well as quarterly progress reporting to the County.	
CDBG/HUD	CDBG - Non-Housing 2021	Covelo Cleanup	8/17/2022	8/17/2025	\$500,000.00	Capacity building for RVIT (train 2 staff & purchase equipment), Develop signage and social media posts for an outreach campaign, Hold community volunteer cleanup events, Removal of at Least Two (2) High Visibility Illegal Dump Sites, Removal of Junk Vehicles on Land Subject to RVIT & County Jurisdiction	Contracts have been signed with MCRCD for community cleanups and RVIT for capacity building. Planning meetings have been held, cleanup sites identified, Right of Entry Agreements prepared, and an RFP drafted. A one-year time extension request was submitted on 12/9/24.	
CDBG/HUD	CDBG-Mitigation Planning & Public Services NOFA	Mendocino County Community Wildfire Protection Plan	8/17/2022	6/25/2025	\$160,000.00	Update to the current CWPP	The project contractor has gathered feedback from the core team regarding county-wide and community projects for the County CWPP. On 12/30/24, they shared the draft of the 2025 CWPP for review, with comments due by 1/20/25. Public review will begin in February and conclude in early March, with the final CWPP set to be completed in April.	
CDBG/HUD	CDBG-Mitigation Planning & Public Services NOFA	Fire-Hazard Abatement Ordinance Implementation Planning and Capacity Building	1/9/2023	6/25/2025	\$107,936.00	The County seeks to combine two awarded abatement projects into one Fuel Abatement Ordinance and Enforcement Planning Project to better meet its needs. The goal is to explore how other communities enforce hazardous fuel abatement for public safety, analyze existing ordinances, recommend a strategy for the County's program, and update ordinance language while estimating implementation resources.	Amendment request submitted to HCD 8/23/24. Additional materials requested by HCD and submitted by the County on 10/7/24, 11/26/24, 12/18/24 & 1/28/25.	

CDBG/HUD	CDBG-Mitigation Planning & Public Services NOFA	Fire Hazard Abatement Ordinance Implementation Public Services	1/22/2022	6/25/2025	\$187,064.00	The County seeks to combine two awarded abatement projects into one Fuel Abatement Ordinance and Enforcement Planning Project to better meet its needs. The goal is to explore how other communities enforce hazardous fuel abatement for public safety, analyze existing ordinances, recommend a strategy for the County's program, and update ordinance language while estimating implementation resources.	Amendment request submitted to HCD 8/23/24. Additional materials requested by HCD and submitted by the County on 10/7/24, 11/26/24, 12/18/24 & 1/28/25.
CDBG/HUD	17DR-Infrastructure & 17MIT-RIP Project Applications (NTP)	911 Switching Equipment	10/14/2022	2/28/2026	\$3,732,597.00	Purchase and installation of an approximately 760-square-foot prefabricated bunker-type structure (bunker) to house 911 switching equipment, the replacement of the existing building electrical panels, and a new generator	In October 2024, modular building units were delivered and installed. The buildings were anchored, connected, and outfitted with operational systems, with pending testing and commissioning. New electrical switchgear and a generator were wired to the buildings. Meanwhile, the contractor activated several systems, including the Uninterrupted Power Supply and HVAC units, enabling the County to begin installing networking and communications equipment. December 2024 saw the completion of the new main electrical panel and transferring service from the old to the new panel.
CDBG/HUD	17DR-Infrastructure & 17MIT-RIP Project Applications (NTP)	Microwave and Radio Communications Systems	8/1/2023	2/28/2026	\$1,150,823.00	Improve reliability and resiliency of microwave and radio communications systems through procurement and installation of higher capacity, upgraded microwave equipment (16 sites to receive upgraded equipment).	All project equipment has arrived at the County Warehouse. The installation contractor has started setting up the outdoor equipment, with completion expected between April 1 and June 1, 2025, weather permitting.
CDBG/HUD	17DR-Infrastructure & 17MIT-RIP Project Applications (NTP)	Microwave Facilities Hardening	7/1/2022	6/1/2025	\$509,707.00	Enhance the resilience of the County's communication system equipment against hazard events through site improvements at two locations: one in northeast Mendocino County and another in southern Mendocino County.	The County faced delays due to a site's remote location, extreme weather, and complex planning. Staff requested a time extension and project modifications on 2/3/25.
FEMA/CalOES	Hazard Mitigation Grant Program (HMGP) 4354	Redwood Complex Ignition-Resistant Construction, Phase 2 -Batch 2	11/2/2022	6/30/2026	\$2,218,277.25	Replace flammable roofing materials with ignition resistant roofing materials for properties within Mendocino County to help improve community resiliency in the face of wildfire.	County staff, in collaboration with County Counsel, has established funding agreements for roof replacements. As of 12/24, 9 projects have been initiated and completed their construction phases. Participants must coordinate a roof inspection with their local PBS after construction, and to date, all 9 projects have successfully passed inspection.

FEMA/CalOES	Hazard Mitigation Grant Program (HMGP) 4407	Emergency Warning Siren Feasibility and Installation Project, Phase 1	9/13/2021	12/31/2024	\$33,141.00	Address the County's multiple hazard issues through the installation and management of early warning sirens. Phase 1 deliverables include conducting site specific workplans, mapping and land use planning, permitting and environmental activities.	Phase 1 deliverables were submitted to CalOES on 11/26/24. Key accomplishments include conducting acoustic testing, releasing an RFP for system procurement, and completing mapping, site plans, and environmental reviews while integrating community feedback from RVFD meetings regarding the project.
FEMA/CalOES	Hazard Mitigation Grant Program (HMGP) 4458	Critical Generators Mitigation Project	7/18/2022	3/31/2026	\$80,285.00	Ensure continuity of operations during power outages due to public safety power shutoffs and disaster events. Phase 1 deliverables include procurement for a design consultant, regulatory permitting where needed, project design for finalizing each site's generator capacity and site design, and other administrative tasks to install generators at 5 County facilities.	The County's engineering consultant has completed project designs, revealing that market price increases have exceeded the current budget. County staff are discussing these challenges with CalOES and have formally requested a project scope revision from 5 sites to 2 and budget modification in light of the rising costs.
FEMA/CalOES	Hazard Mitigation Grant Program (HMGP) 4558	Orr Springs Road Fuels Reduction, Phase 1.	11/4/2022	11/18/2025	\$127,975.90	Reduce hazardous fuels along Orr Springs Road and Comptche-Ukiah Road to minimize fire-related access issues. Phase 1 includes hiring a project management contractor, completing a route survey to identify trees for removal, engaging with landowners on 183 parcels for access agreements, and developing an operations plan with revised project maps and CEQA review actions.	The County issued the Request for Proposal (RFP) for project management services on August 26, 2024, and closed on October 4, 2024. Interviews with candidates were conducted in late October, and the County plans to have a project manager contracted in early 2025.
FEMA/CalOES	Hazard Mitigation Grant Program (HMGP) 4683	Update to Mendocino County MJHMP	3/20/2024	3/20/2027	\$345,137.49	Develop and adopt a FEMA approved Multijurisdictional Hazard Mitigation Plan to meet the requirements outlined in 44 CFR Part 201 and the most current FEMA hazard mitigation plan guidance.	An RFP was released on 9/13/24 for a consulting firm to update the Multi-Jurisdictional Hazard Mitigation Plan (MJHMP). It was sent to 23 vendors and publicly posted, with proposals due by 10/18/24. The RFP committee reviewed 7 submissions and interviewed the top 3 candidates in December, planning to finalize a contract with the top candidate in early 2025.
FEMA/CalOES	Hazard Mitigation Grant Program (HMGP)	Building Resilient Infrastructure and Communities Program (BRIC) – Phase 1	8/5/2024	1/17/2026	\$3,631,394.00	The grant will fund a Phase 1 scoping project to design a Phase 2 program focused on home hardening and fuels management. Phase 1 will involve hiring consultants, LIDAR mapping, public outreach, screening homes for fire hardening, identifying fuels treatment methods, site inspections, CEQA analysis, budget revisions, and report delivery. Phase 2 aims to enhance up to 750 homes and manage fuels on public and private land in the unincorporated area adjacent to the City of Willits.	In the last quarter County Staff focused on project planning, development of procedures and preparation of procurement for key contractors for next quarter.

CalOES	CalOES PrepareCA Jumpstart	Mendocino County Grants Capacity Building	7/1/2022	7/1/2027	\$992,000.00	Establish a Grants Unit within the County Executive Office to enhance grant research, application development, and reporting. Acquire grants management software and hire consultants for technical expertise and grant writing. Conduct outreach sessions in six high-hazard census tracts—Covelo, Willits, Calpella, Ukiah, Boonville, and Hopland—to gather community input on resilience goals. Submit at least 16 resilience-focused grant applications based on this feedback.	Grants Unit established in 2023, with community outreach sessions and a follow-up planned for 2025. Grants management software was acquired and rolled out county-wide in 2024, with more training scheduled for 2025. A successful RFP for a grant writing consultant was held in 2024. In FY 23-24, there were 6 grant applications totaling \$4,709,252.33, and in FY 24-25, 4 applications for \$452,598.24.
CAL FIRE	CA Climate Investments Wildfire Prevention	Mendocino County Fuels Reduction and Community Preparedness	9/29/2022	3/15/2026	\$1,894,185.00	Implement roadside fuels reduction in key areas, complete CEQA analysis for five future projects to streamline implementation, and fund the Mendocino County Community Chipper Days program for three additional years (225 days, serving 1,575 residents). The project will treat 66.2 acres in Covelo and Dos Rios, protecting 100-150 homes. The proposed CEQA projects (Branscomb, Black Bart Trail, Redwood Ridge, Old River Road, Hopland) aim to clear approximately 207 acres and enhance future funding opportunities.	The Mendocino County Fire Safe Council, as a key project partner, has completed 53 chipper days for 423 properties, 11.57 miles of roadside fuel reduction, achieved 4 of 5 CEQA targets, and conducted one prescribed burn training.
			ACTIVE GRANTS	11	\$15,920,522.64		