



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



## PRIOR TO SENDING APPLICATION TO CALTRANS

### Step 1

#### Applicant Contacts CCC and CALCC

Applicant sends the following to  
CCC AND CALCC:

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

Send to:

CCC  
1719 24<sup>th</sup> Street  
Sacramento, CA 95816  
Attn: Wei Hsieh  
(916) 341-3154

[ATP@ccc.ca.gov](mailto:ATP@ccc.ca.gov)  
[www.ccc.ca.gov](http://www.ccc.ca.gov)

CALCC  
1121 L Street, Ste. 400  
Sacramento, CA 95814  
Attn: Dominique Lofton  
(916) 426-9170

[inquiry@atpcommunitycorps.org](mailto:inquiry@atpcommunitycorps.org)  
<http://callocalcorps.org/>

### Step 2

#### CCC and CALCC Review Information to Assess Corps Capacity to Partner

CCC and CALCC will review the  
information submitted by the  
applicant and assess their  
conservation corps' capabilities to  
partner on project.

### Step 3

#### Corps Inform Applicant & Caltrans of Capacity to Partner

If the project **IS** within the capabilities  
of the corps:

- Each Conservation Corps will keep a  
list of projects they can partner on and  
send a list to Caltrans
- Each Conservation Corps will inform  
Caltrans about which components of  
the project they can do and which  
corps can partner with the applicant

If the project is **NOT** within the  
capabilities of the corps:

- Each Conservation Corps will notify  
Caltrans
- There will be no penalty to the  
applicant

## INFO REQUIRED ON APPLICATION

### Step 4

#### Applicant Incorporates Corps Contact Information and Project Role into Application

On the applications, applicants  
are required to include the  
following to both the CCC and  
CALCC:

- \* Name
- \* E-mail
- \* Phone number of the person  
contacted
- \* Date the information was  
submitted
- \* Project items each corps are  
qualified to partner on

## CALTRANS REVIEW

### Step 5

#### Caltrans Reviews Applications and Assigns Points for Use of Conservation Corps

0-points: Applicant intends to  
partner with a conservation corps  
(either CCC or CALCC; applicant  
can partner with both conservation  
corps, but partnership with both is  
not required) to the maximum  
extent possible

Minus 5 points: Applicant did not  
seek partnership with either  
conservation corps, or indicated  
that they do not intend to partner  
with a conservation corps to the  
maximum extent possible

#### Once the Project is Funded:

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

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