



CCA Pre-application Notification Instructions

Please follow these instructions before applying for SCC grants that are funded through the Climate Commitment Act funding.

For any SCC grant program that is funded by the Climate Commitment Act, the statute (RCW 70A.65.305) requires that applicants notify, "all affected federally recognized Tribes within the project area," about their proposed project as early as possible prior to approval of funding.

This requirement is **separate from and in addition to** cultural resources requirements under the Governor's Executive Order 2102. **Do not combine the two.**

The notification must:

- Include geographical location and detailed scope of the proposed project including all project details included in your application to the SCC and/or other public funders for each project.
- Include any designs, permits, or other relevant information not protected from public disclosure.
- **Offer an opportunity to discuss the project(s).**
- List other public funding sources to be used in the project.
- Be sent (separately) to each of the affected federally recognized Tribes in the project area.
- It must also be sent to the Washington Department of Fish and Wildlife at CCAnotification@dfw.wa.gov and Washington Department of Archaeology and Historic Preservation at CCA@dahp.wa.gov and also send a copy to SCC at CCA@scc.wa.gov so that we can track and show compliance.

Additional resources can be found at scc.wa.gov/cd/cca including a template letter.

Please send out the notification as soon as possible.

Your notification to DAHP may generate a reply that requests you to schedule a conversation with DAHP staff. We understand this is to assist them in tracking pre-application notifications when some of them lead to cultural resources reviews with DAHP after funding and if required by our cultural resources policy. The statute gives DAHP this authority and requires the applicant to discuss if requested or document why that did not occur. Please take this requirement seriously,

it need not slow down your application at SCC. In this case, the two processes can happen in parallel. Please see FAQs' for more information.

If you are applying for more than one project under CCA-funded SCC grant programs, please include them all in **one letter to each Tribe**. If there are additional projects you plan to submit for the for a CCA-funded SCC grant program and you have sufficient information at this time to include them in this communication, please do so. See template for details.

We know that many districts have strong relationships with local Tribes. You will know best what other forms of communication (phone calls, less formal emails etc.) might also be appropriate to accompany and provide context to this legally required communication. Similarly feel free to augment/adjust the template language so long as the requirements (bulleted above) are all fully met.

For districts that may have less experience working with Tribes, feel free to reach out to your regional manager with any questions or for help/support. In the event that a Tribe requests consultation regarding one or more of your projects, please notify your regional manager and let us know if you would like any assistance in the process.

If a Tribe asks to consult on a project, the project needs to pause while you/we listen to concerns or questions from the Tribe. Hopefully there will be a way to address any concerns and answer any questions. In the event that is not the case, the statute lays out a path for dispute resolution. During that process the project/funding for that project is paused. If you would like any assistance from SCC on this process, please reach out to your regional manager or SCC policy director.

In addition to this notification letter, SCC currently plans to offer government-to-government consultation with Tribes on the proposed projects and at the programmatic level.

If you have any questions, please reach out to your regional manager or Director of Tribal Affairs, Michael Lopez.