

Bay REPAIR Community Reviewer Application

Please NOTE: This document is for reference only. To apply to become a Community Reviewer, you must fill out the [online form here](#).

The Bay Area Air Quality Management District is recruiting Community Reviewers to evaluate applications for the Local Community Benefits Fund. The Local Community Benefits Fund distributes funding from the Air District's Community Benefits Penalty Funds Policy and other funds from enforcement actions. The goals of the fund are to:

- Reduce air pollution or mitigate its impacts, improve public health outcomes, and build economic resilience for a just transition away from the harmful effects of a fossil fuel-based economy
- Advance integrated projects to holistically meet community needs
- Strengthen community-led and collaborative solutions

Community Reviewers bring lived experience and community knowledge to ensure funding decisions reflect the priorities of the communities this program serves. Selected reviewers will receive a \$750 stipend upon completion of review activities.

Individuals who are currently employed by, contracted by, or serve on the board or governing body of an organization that intends to apply for a grant are not eligible to serve as Community Reviewers.

Community Reviewers will be required to execute [an agreement substantially in this form](#) prior to their engagement. If you have any questions, feel free to contact the Community Investments Office: communityinvestments@baaqmd.gov

SECTION 1: CONTACT INFORMATION & MINIMUM QUALIFICATIONS

1. Email:

2. First Name:

3. Last Name:

4. Employer (N/A if not employed or self-employed):

5. Website of your affiliated organization (if applicable):

6. Telephone Number

7. Minimum Qualifications

The minimum qualifications for a Community Review are below. Please check all that apply.

- I am 18 years of age or older
 - I live or work in (or conduct work that benefits) the eligible Benicia or Richmond geographies — see the eligible communities maps [here](#)
 - I am able to fluently read application materials and provide written feedback in English
 - I have basic digital literacy (email, cloud-based documents, virtual meetings), and I am able to participate in the review process remotely using digital tools
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SECTION 2: GEOGRAPHIC REPRESENTATION

7. Which Bay REPAIR geographic area are you connected to?

Please select the area where you are based and have community ties [see [eligible communities map](#) for specific geography]:

- Benicia and Surrounding Communities
- Richmond and Surrounding Communities

[If Richmond is selected]

8. Are you a Path to Clean Air Community Steering Committee voting member?

SECTION 3: AVAILABILITY & TIME COMMITMENT *[conditional on geography selected above]*

This role requires approximately 15–20 hours of work total, primarily during business hours (9am–5pm), including:

- 1) A training session on the program and scoring rubric **about a week before** the applicable review period (~2–3 hours)
- 2) Independent scoring of assigned applications (~10–15 hours)
- 3) Calibration meetings with other reviewers (~2–3 hours)

The overall grant review period is June 15–July 10

9. Can you commit to up to 20 hours of work during the grant review period?

- Yes, I can commit
- No, I cannot commit

[IF BENICIA SELECTED]

A subset of applications for Benicia will be reviewed on an earlier timeframe: May 11 – May 29, 2026.

10. Are you available for up to 20 hours of work during this period?

Yes
No
Unsure

SECTION 4: Experience, Interest, & Connection to Community

11. What background and experience do you have that is relevant to Bay REPAIR?

Please check all that apply:

- Air quality, environmental health, or public health
- Community organizing, advocacy, or civic engagement
- Environmental justice or climate resilience
- Workforce development, just transition, or economic development
- Urban greening
- Community development
- Energy efficiency, building electrification, or clean energy
- Nonprofit management, grant-making, or program evaluation
- Lived experience in communities impacted by air pollution from industrial facilities
- Other:

12. Please describe your most relevant experience and how it prepares you to review LCBF applications: *[Up to 400 words]*

13. How would you describe your connection to the geographic community you selected above? *In your response, please include any organizations you are currently affiliated with in this community, including organizations where you are employed, serve in a governing or leadership role, are a member, etc. [Up to 250 words]*

14. What is your hope for how the Bay REPAIR Local Community Benefits Fund will impact eligible communities? *[Up to 250 words]*

SECTION 6: CONFLICT OF INTEREST Policy

To maintain the integrity of the review process, Community Reviewers must disclose potential conflicts of interest. A conflict of interest occurs when you have a personal, professional, or financial relationship with an applicant organization that could influence your review or create the appearance of bias. Reviewers will be required to sign the [Conflict of Interest policy](#) and recuse themselves from reviewing applications to which they are connected.

****Please note: if you are currently employed by, contracted by, or serve on the board or governing body of any organization applying for a grant, you are not eligible to be a community reviewer.****

Do you work for or represent an organization that is submitting a Bay REPAIR grant application or is considering doing so?

Yes
No
Unsure

Will you be willing and able to sign the COI policy?

- Yes
- No

SECTION 9: FINAL CONFIRMATION

- I confirm that all information provided is accurate and complete
- I understand the time commitment (15–20 hours) and can participate as described
- I have read and understand the Conflict of Interest requirements
- I consent to be contacted by BAAQMD staff regarding this application

Questions?

Contact the Community Investments Office: communityinvestments@baaqmd.gov