

PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIAExternal Affairs Division
Business and Community Outreach OfficeRESOLUTION NO. M-4881
December 4, 2025**RESOLUTION**

RESOLUTION M-4881: Approves \$581,824 from the Clean Energy Access: LA County TECH (CEA-LAT) Grant under the Clean Energy Access Grant Account of the Equity and Access (E&A) Grant Program for applications submitted in the May to June 2025 application round.

I. SUMMARY

On April 3, 2025, Resolution M-4875 authorized the addition of a new grant fund for Community Based Organizations (CBOs) to perform work related to programs administered by the California Public Utilities Commission (Commission or CPUC): the Clean Energy Access: Los Angeles (LA) County TECH (CEA-LAT) Grant. It is available as part of the Clean Energy Access Grant Account of the Equity and Access (E&A) Grant Program that the Commission authorized in Resolution M-4868. The program uses general fund dollars appropriated in the Budget Act of 2024 (Assembly Bill) (AB) 157 (Budget Act of 2024 (Ch. 994, Stats. 2024)) to supply grants to CBOs to perform outreach and education on the Technology for Equipment and Clean Heating (TECH) Initiative in Los Angeles County with priority given to organizations located in the Aliso Canyon Disaster Area and the San Fernando Valley.

Resolution M-4875 required Commission approval of grant amounts at \$150,000 or above. 3 applicants that requested over \$150,000 are recommended for funding by CPUC staff and therefore must be approved through Commission resolution. This Resolution approves grant funding in the amount of \$581,824 from the E&A Grant Program's CEA-LAT Grant Account for 3 projects to be conducted by the following organizations:

- Climate Resolve (\$200,000)
- El Sol (\$199,971)
- International Institute of Los Angeles (\$181,853)

An additional \$715,109 in grant funding was ministerially reviewed and approved by CPUC staff for Breathe Southern California (\$137,284), East LA Community Corporation (\$149,995), United States Green Building Council California (\$149,944), Pacoima Beautiful (\$144,083), and ONEgeneration (\$133,803) as those applicants requested less than \$150,000 in funding. Collectively, these projects will increase awareness of the benefits of decarbonization and healthy homes and facilitate access to the TECH Initiative, particularly in the target areas of the Aliso Canyon Disaster Area and the San Fernando Valley. Any funds that are not awarded to the first cycle applicants will be distributed in the second cycle, which will open in 2026.

II. BACKGROUND

Assembly Bill 157

In September 2024, the California Legislature appropriated \$2,000,000 in the Budget Act of 2024 (AB 157) for outreach and education for LA County residents from the Aliso Canyon Recovery Account.¹

The Budget Act of 2024 (AB 157), Section 99, provides:

“\$2,000,000 shall be allocated for the Equity and Access Grant Program for community-based organizations to Additionally, these funds shall support Los Angeles County residents with education about electrification technologies, accessing funds from the Aliso Canyon Recovery Account, and addressing related health impacts.

[...] For purposes of this item, “Aliso Canyon Disaster Area” means the City of Los Angeles communities of Porter Ranch, Granada Hills, Northridge, Chatsworth, North Hills, Canoga Park, Reseda, Winnetka, West Hills, Van Nuys, and Lake Balboa. The funds in this Item shall be available for encumbrance or expenditure by the California Public Utilities Commission until June 30, 2027, and shall be available for liquidation until June 30, 2030.”

The Commission found that a modified grant category under the Clean Energy Access Grant Account is necessary to incorporate the statutory purpose of AB 157 into the E&A Grant Program, since AB 157 provisions contain different areas of focus, eligible applicants, and geographic areas compared to existing E&A grant categories. AB 157 specifies that outreach and education activities for the CEA-LAT Grant must focus on the following topics: building decarbonization, healthy homes, electrification technologies, accessing funds from the Aliso Canyon Recovery Account, and addressing related health impacts. The TECH Initiative is suitable for the new CEA-LAT Grant because it directly addresses all of these topics. Specifically, TECH is a statewide initiative to accelerate the adoption of clean space and water heating technology in existing California homes. In awarding up to \$200,000 to CBOs that conduct outreach and education to increase awareness of and facilitate access to the TECH Initiative, the CEA-LAT Grant implements AB 157 within the E&A Grant Program. By conducting education and outreach on TECH Initiative and the broader benefits of building decarbonization, CBOs funded under the CEA-LAT Grant will help LA County residents understand how decarbonization and electrification technologies are vital to creating healthy homes and addressing the health impacts of building pollution, as well as how to access Aliso Canyon Recovery Account funds by receiving incentives through the TECH Initiative.

¹ The Aliso Canyon Natural Gas Storage Facility (Aliso Canyon) is the largest natural gas storage facility in California. Southern California Gas Company (SoCalGas) crews discovered a leak at the natural gas storage well at Aliso Canyon in October 2015 and stopped the leak in February 2016. The Aliso Canyon Recovery Account was established by Senate Bill 801 in 2017 as a deposit for the CPUC’s settlement with SoCalGas created for the purposes of mitigating impacts on local air quality, public health, and ratepayers resulting from the well failure at Aliso Canyon in 2015-16. Moneys from the account are allocated only upon appropriation by the Legislature.

For more background on the origins, goals, and eligible activities of the CEA-LAT grant program, see Resolution M-4875.

AB 157 (2024): CEA-LAT Grant Funding Breakdown		
Funding Account	Maximum Grant Award	Total Available in Account
Clean Energy Access: LA County TECH (CEA-LAT) Grant	\$200,000	\$1,900,000
Program Administration	--	\$100,000
TOTAL	--	\$2,000,000

III. CEA-LAT APPLICATIONS RECEIVED

The first application cycle for the CEA-LAT Grant Account was open from May 1, 2025 to June 30, 2025. The CEA-LAT Grant Team received 25 applications in the first application cycle, requesting a total of \$4,173,950.50. Applications were then scored competitively by CPUC staff against the criteria outlined in Resolution M-4875.

Application guidelines, scoring criteria, and supporting documentation materials are published on the program's designated CPUC website, www.cpuc.ca.gov/capacitygrants and appear in the CEA-LAT Grant Guidelines (Appendix A). The CPUC may revise the guidelines for the second application cycle.

IV. APPLICATION EVALUATION PROCESS

Staff first reviewed applications for completeness and basic eligibility. The applicant must fill out all sections of the CEA-LAT Grant Account Application Coversheet, including signing and dating the attestation in section 5 and submitting proof of entity eligibility according to the following criteria:

Assembly Bill 157

Only California tax-exempt organizations under Section 501(c)(3) of the Internal Revenue Code may apply. Applicants submitted proof of California tax-exempt status through an Internal Revenue Service (IRS) letter confirming 26 U.S.C. Section 501(c)(3) (section 501(c)(3)) status.

Non-Eligible Entities

501(c)(3) organizations operated by local governments or operating as fiscal sponsors may not apply.

Eligible Locations

AB 157 funded the CEA-LAT Grant with certain geographical limitations. Projects must serve Los Angeles County residents only.

Priority was given to organizations located in the Aliso Canyon Disaster Area and San Fernando Valley (ACDA/SFV). AB 157 defined the Aliso Canyon Disaster Area as the City of Los Angeles communities of Porter Ranch, Granada Hills, Northridge, Chatsworth, North Hills, Canoga Park, Reseda, Winnetka, West Hills, Van Nuys, and Lake Balboa.

Eligible Program of Focus: TECH Initiative

The Commission will award grant funding only to projects that further the Commission's TECH Initiative, a statewide initiative to accelerate the adoption of clean space and water heating technology in existing California homes.

After CPUC staff's initial review of complete and eligible applications, 6 applications were eliminated from the competitive review process, consisting of \$846,478 in requested grant funding, leaving 19 applications for the full scoring process.

V. SCORING

The 19 applications deemed complete and eligible were moved to a committee of three CPUC staff evaluators. Staff reviewed each application against the scoring rubric defined in the CEA-LAT Grant Guidelines, explained below:

Project Narrative

Executive Summary (5 points): The executive summary clearly defines the target community geographically and if applicable, demographically. Applicants offer select high-level demographics of the target community and briefly describe the elements of the project plan, the desired outcomes of the project, and the reasons why those outcomes will benefit the target community and address their needs in particular.

Organization Background and Qualifications (17 points): Applicants provide a summary of the organization and its ability to fulfill the purposes of this grant. This includes providing their organization background and primary mission, evidence and data on the organization's history of working with and serving the target communities and populations, local stakeholder relationships, and demonstrated experience with planning and implementing community outreach and education programs.

Project Need (25 points): The applicant must identify the problems the project is intended to address. This includes defining the community or populations of focus, describing the characteristics of that population, linking data to need, and describing how the applicant's project will benefit the communities or populations that they serve, including immediate and long-term benefits, especially health-related impacts. The applicant must also demonstrate how the proposal aligns with the TECH Initiative, including an explanation of which TECH incentive(s) the target community qualifies for and how the target community meets all eligibility rules for the program.

Strategic Outreach, Education, and Evaluation Plan (23 points): Applicants outline their plan for community outreach and education and how they will evaluate success. This included defining project goals and objectives, identifying desired outcomes for the targeted community and quantifiable metrics, describing their project plan, and determining how they will determine project success and evaluate impact, and what methods they will use to collect data.

Supporting Documents

Workplan Table (15 points): The Workplan must detail all activities that will take place within the scope of the organization's project. The Workplan must align with the information presented in the project narrative.

Budget Table (15 points): The budget must detail all activity and resource expenses and should amount to the requested grant award. The Budget must include every task from the Workplan in equal or greater detail.

Letters of Support (5 points): Applicants must submit 2 letters of support from partner organizations or local community leaders that work in or are a part of the communities or populations that the applying organization intends to serve with the CEA-LAT grant funds.

Following the scoring process, staff calculated cumulative scores to rank the applications. A final review by all evaluators was conducted where funding recommendations were made based on those applicants that scored at least 80 points out of 100. When necessary, staff adjusted applicants' workplans and reduced the requested budget more appropriately align with CEA-LAT Grant Program goals. Budget reductions were commensurate with changes to applicants' proposed workplans.

VI. PROJECT REVIEW AND RECOMMENDATIONS FOR FUNDING

For the timely and efficient distribution of grant funds, in Resolution M-4875 the Commission delegated ministerial review authority to CPUC staff for all CEA-LAT Grant applications less than \$150,000. The \$150,000 threshold for ministerial review for the CEA-LAT Grant Account will ease administrative burden and increase efficiency of the work the Commission expects grant funds to support.

For applicants that requested \$150,000 or more from the CEA-LAT Grant, the Commission reserves discretion to address such applications through the Resolution process. Based on the quality and completeness of the applications determined in the evaluation process described above, CPUC staff recommend the following 3 applications requesting over \$150,000 for funding approval by the Commission via this Resolution. All proposals below were evaluated against scoring criteria detailed above and in Resolution M-4875, which was formulated to ensure each proposal met the legislative intent of AB 157 that the CEA-LAT Grant Account fulfills, and successfully demonstrated that they would provide education and outreach about building decarbonization, healthy homes, and related health impacts. Details of each CEA-LAT Account proposal recommended for approval by staff are discussed below. Complete scoring information for the grantees is available in Appendix B.

A. Climate Resolve

Founded in 2010, Climate Resolve states that it is a Los Angeles-based 501(c)(3) non-profit organization that advances local and equitable climate solutions through its work with policymakers, planners, and projects. Climate Resolve focuses on creating strategies that minimize greenhouse gas emissions, enhance climate adaptation, and promote public health to make California a more equitable, just, livable, and sustainable place.

Climate Resolve's proposed two-year outreach and education campaign on the TECH Initiative, decarbonization, and healthy homes in the San Fernando Valley and greater Los Angeles area aligns with the intent of AB 157 and the CEA-LAT Grant Account. The campaign will focus on clean energy technology adoption, the benefits of healthy homes, and the TECH Initiative. Climate Resolve states that this campaign meets the criteria for the CEA-LAT because it will increase awareness of the TECH Initiative and therefore increase participation and enrollment especially

among low-income and communities of color who stand to gain the most from lower energy costs, improved indoor air quality, and climate resilience.

Climate Resolve's proposed workplan includes delivering 6 neighborhood council presentations, 8 pop-up events at local gatherings such as San Fernando Valley Pride, CicLAvida, and Dia de los Muertos. To ensure linguistically and culturally-appropriate outreach, Climate Resolve will prepare multilingual education resources, including flyers, handouts, and targeted social media outreach. Social media outreach will include Facebook and Instagram posts informed by Geographic Information Systems (GIS) hotspot mapping to focus on priority neighborhoods with high pollution burdens, older housing stock, and linguistically isolated neighborhoods. Additionally, Climate Resolve will work with existing community networks in target areas, including neighborhood councils and homeowner associations, to reach a broad range of Los Angeles residents. Climate Resolve will also partner with Quit Carbon to provide technical assistance, contractor connections, and support households in stacking other state and federal rebates and incentives available to them. This approach aims to lower barriers to decarbonization through reducing high upfront costs and helping residents navigate complex rebate landscapes. Through these outreach methods, Climate Resolve aims to reach and engage with 340 Los Angeles residents.

Climate Resolve's plan for evaluating project success scored highly in the application scoring process. Their evaluation plan will be carried out in phases, including both quantitative and qualitative measures. Climate Resolve will track attendance and participant demographics, gather survey-based feedback, and compile social media engagement analytics. Insights gained from the evaluation plan will enable Climate Resolve to adjust its programming throughout the grant period, ensure accountability, and support the goal of AB 157, increasing awareness about healthy homes and decarbonization among San Fernando Valley residents.

Climate Resolve scored highly in organizational background and qualifications as it describes its past work as rooted in education and outreach activities. This experience includes co-authoring the State's Adaptation Planning Guide² and leading the Partners Advancing Climate Equity program, which are important resources for the advancement of equity-centered climate resilience in California. Through their LADWP Community Partnership (2018 – 2023), they conducted dozens of presentations, tabling events, and online campaigns about energy efficiency, water conservation, and rebate programs, reaching more than 28,000 Los Angeles residents across 15 city council districts, some of which include CEA-LAT target areas. In addition, under a TECH Clean California Quick Start grant, Climate Resolve and partners implemented electrification retrofits in Wilmington and San Pedro, resulting in a collective reduction of 164.5 metric tons of CO₂ for participant households. Climate Resolve says these experiences highlight the organization's ability to combine trusted partnerships, technical expertise, and culturally relevant engagement to support decarbonization for Los Angeles residents.

Based on Climate Resolve's eligibility, past work experience, and proposed workplan, the organization is poised to implement the funds provided by the CEA-LAT Grant and fulfills the intent of AB 157. Staff recommends awarding CEA-LAT funding in the amount of \$200,000 for this project.

² Climate Resolve was a member of the consultation team credited in the California Climate Adaptation Planning Guide, published in June 2020 by the California Governor's Office of Emergency Services.

B. El Sol

El Sol Neighborhood Educational Center states that it is a 501(c)(3) non-profit organization that aims to advance health equity in Southern California through culturally responsive, community-driven outreach and education. El Sol's focus on health equity aligns AB 157's goal of increasing awareness of the health benefits of building decarbonization and electrification technologies.

Through its proposed CEA-LAT Grant project, Community Connections for Healthy Homes, El Sol will partner with local CBOs to equip Community Health Workers (CHWs) to deliver multilingual, culturally relevant education on the TECH Initiative, decarbonization, and the benefits of healthy homes in nine San Fernando Valley communities: Canoga Park, North Hills, Northridge, Pacoima, Panorama City, Reseda, San Fernando, Van Nuys, and Winnetka.

El Sol's project workplan scored highly during the application evaluation process. The workplan is structured in clear phases. First, El Sol aims to strengthen community capacity by training 25-30 CHWs on building decarbonization, public health benefits of decarbonization, and the TECH Initiative. Second, it will co-develop multi-lingual and culturally relevant materials about TECH, including flyers, brochures, and social media content. Third, it will conduct 50+ outreach activities including tabling, door-to-door outreach in target neighborhoods, and community presentations and workshops. Through these outreach methods, El Sol aims to reach and engage with at least 2,500 San Fernando Valley residents, support at least 500 residents in taking concrete steps towards accessing energy efficiency measures, and support 250 households in accessing TECH incentives.

To evaluate project success, El Sol will employ a mixed-methods approach using pre- and post-training and workshop surveys, outreach logs and attendance sheets, participant feedback, a midpoint review, and a final evaluation report documenting outcomes, lessons learned, and recommendations.

With over 30 years of experience El Sol scored highly in organizational background and qualifications, stating that the organization has trained and deployed more than 2,000 CHWs to reach over 1.2 million Southern California residents with linguistically and culturally appropriate services. El Sol leads the Los Angeles CHW/Promotor/Representative (CHW/P/R) Consortium, a county-wide collaborative of 141 members that strengthens grassroots health and equity initiatives through training, education, and outreach campaigns. Other past work includes leading the Listos California Campaign to deliver disaster preparedness education in multiple languages and using culturally relevant methods such as community theater and storytelling. El Sol believes these efforts demonstrate its ability to conduct outreach, build relationships, and tailor messaging to target communities.

Based on El Sol's eligibility, past work experience, and proposed workplan, the organization is poised to implement the funds provided by the CEA-LAT Grant and fulfills the intent of AB 157. Staff recommends awarding CEA-LAT funding in the amount of \$199,971 for this project.

C. International Institute of Los Angeles

The International Institute of Los Angeles (IILA) states that it is a 111-year-old 501(c)(3) non-profit organization serving Los Angeles. They serve over 130,000 residents annually, advancing self-sufficiency, education, and resilience for working families through multilingual social services and large-scale outreach programs.

With the CEA-LAT grant funding, IILA will target the San Fernando Valley and the Aliso Canyon Disaster Area to educate homeowners, landlords, and renters on building decarbonization, electrification, healthy homes, and TECH Incentives. IILA's proposed workplan scored highly in the application scoring process. IILA proposes to use a blended outreach strategy, consisting of grassroots outreach at existing events such as farmers markets, churches, and schools, educational workshops, and direct mail. IILA plans to hold 50 outreach events and disseminate 1,500 packets of educational materials. They plan to hold 18 educational workshops that will provide tiered information for residents at different levels of familiarity with electrification, demonstrating how decarbonization can occur on a small, low-cost and large scale. To complement these in-person outreach strategies, IILA will implement a bilingual social media campaign about TECH to target neighborhoods using Facebook, Instagram, and X/Twitter to expand their reach.

Through these methods, IILA aims to reach 15,000 Los Angeles residents, raising awareness of the benefits of electrification and decarbonization and increasing uptake of the TECH Initiative in target communities. Additionally, they aim to collect 200 pre- and post-workshop surveys, have over 1,000 social media click-throughs, and send informational postcards to 20,000 households. Evaluation of IILA's success will be measured through this combination of quantitative and qualitative metrics. These metrics will also help IILA gauge knowledge and awareness change among residents and allow for IILA to make programmatic adjustments throughout the grant period. Ultimately, these metrics as indicators of impact will be captured and analyzed in IILA's final report.

IILA scored highly in its organizational background and qualifications as it states that past programming has included administering LADWP utility-assistance outreach, CPUC-funded TEAM and CHANGES programs³, and Low-Income Fare is Easy (LIFE) Program for Los Angeles Residents. Under LADWP, IILA conducted 213 outreach events and supported more than 7,000 households with utility cost-savings, conservation education, and distribution of energy efficiency measures. Through the LIFE Program, IILA manages outreach across LA County to advance public transportation ridership, averaging 80 outreach events per month and enrolling more than 123,000 participants annually in subsidized transportation services. Lastly, IILA's role as a contractor for the TEAM and CHANGES programs demonstrates its experience in offering utility and energy-related outreach over the last 16 years. Through these two programs, IILA assists an estimated 1300 individuals per year with services such as utility account setup, enrollment in low-income ratepayer programs, customer service, and debt forgiveness programs.

Based on IILA's eligibility, past work experience, and proposed workplan, the organization is poised to implement the funds provided by the CEA-LAT Grant and fulfills the intent of AB 157. Staff recommends awarding CEA-LAT funding in the amount of \$181,853 for this project.

VII. DURATION OF GRANT ACCOUNT

All funds for the CEA-LAT Grant are available for encumbrance or expenditure until June 30, 2027, and all funds must be allocated for administrative expenses or be awarded to grantees by that date. Funds are available for liquidation until June 30, 2030, and all funds that were previously allocated for administrative expenses and awarded to grantees must be paid out by that date.

³ The Telecommunications Education and Assistance in Multiplelanguages (TEAM) Program supports limited English proficient (LEP) clients statewide in managing their telecommunications services. The Community Help and Awareness of Natural Gas and Electricity Services (CHANGES) program helps LEP clients manage their natural gas and electricity services. The TEAM and CHANGES Programs are contracted to the International Institute of Los Angeles (IILA).

VIII. GRANTEE ACCOUNTABILITY

The CPUC will require each of the foregoing grantees to comply with several requirements to ensure the funding is used as promised and the goals of AB 157 are met. The CPUC's desire is to fund community-based organizations to provide education and outreach about building decarbonization, healthy homes, and related health impacts to Los Angeles County residents, specifically the communities of Porter Ranch, Granada Hills, Northridge, Chatsworth, North Hills, Canoga Park, Reseda, Winnetka, West Hills, Van Nuys, and Lake Balboa. To that end, grantees are required to collect data and report on project progress and success through impact metrics. These metrics are established in each grantee's workplan and tracked in the Metrics Tracking Spreadsheet. Metrics tracked include number of contacts, event RSVPs, resident engagements, reach of promotional materials or messaging, materials distributed, and event attendance sheets, results of pre/post grant project event surveys measuring the increase in customer understanding of building decarbonization concepts and technologies, and percentage of renter versus homeowner engagement, resident follow-up, and target geographies reached. Post-event quantitative metrics will be supplemented with 6-month progress reports that further summarize and analyze community outreach and education impacts, participant feedback and observed responses, and any issues faced. Documenting project impacts through quantitative metrics and qualitative reporting allows the grantee organizations and the CPUC to identify successful and unsuccessful outreach and education strategies for future reference and programmatic adjustments.

Grantees will be bound by requirements set forth in the Grant Agreement, which includes the Cover Sheet, Grant Manual, Terms and Conditions, and the Approved Workplan and Budget. Together, these documents require expenditure tracking, regular reporting, and records maintenance. Several documents govern the grantees' activities to varying degrees, and the Commission by issuing this Resolution intends to require grantees to follow them as applicable. These documents are as follows:

1. E&A Grant Agreement
 - a. E&A Grant Agreement Cover Sheet
 - b. Grant Manual (E&A Grant Agreement Exhibit A)
 - c. Terms and Conditions (E&A Grant Agreement Exhibit B)
 - d. Approved Work Plan and Budget ((E&A Grant Agreement Exhibit C)
 - e. Notarized Affidavit ((E&A Grant Agreement Exhibit D)
2. Award Letter
3. CPUC 805 Grant Payment Request Form
4. Expenditure Itemization Summary
5. STD 204 Payee Data Record Form
6. Written Progress Report Template
7. Metrics Tracking Spreadsheet
8. E&A Awardee Communications Guide

We discuss the most pertinent of these provisions below.

Cover Sheet (Appendix C)

The Agreement is of no force or effect until signed by both parties. Grantees shall not commence performance until they receive written approval from the California Public Utilities Commission. The undersigned certify under penalty of perjury that they are duly authorized to bind the parties to the Grant Agreement.

Grant Manual (Appendix D)

The Manual provides guidance to grantees and requires accountability in the following areas, among others:

1. Reporting requirements: grantees are required to submit outreach and engagement event metrics continuously and progress reports every six months answering specific questions about completed project accomplishments, issues and risks faced, project milestones, and project impact. Grantees must certify their reports under penalty of perjury.
2. Eligible and Ineligible Costs: all eligible activities are defined in the Grant Guidelines. Any costs not included in the Workplan and not directly related to the project are ineligible for reimbursement. For example, rental costs of equipment, facilities, or venues are eligible expenses, but direct and indirect construction costs are ineligible expenses.
3. Grant Payment Requests: Grantees will receive their grant funds in multiple installments as they achieve project deliverables and milestones. With a Grant Payment Request (see Appendix F), grantees must submit detailed expenditure itemization summaries (see Appendix G) of all expenses they would like reimbursed, with supporting documentation such as receipts or invoices.
4. Acknowledgements: when materials or signage is distributed publicly and funded in whole or in part by the CPUC, grantees must include the CPUC logo and consult the E&A Communications guidelines described in the awardee package.
5. Final Report: a summary of the remaining unreported activities and summary and evaluation of the entire project's activities, measured against impact metrics detailed in project workplan.
6. Audit Considerations: grantees must maintain records and supporting documentation pertaining to the performance of this grant subject to possible audit for a minimum of three (3) years after final payment date or grant term end date, whichever is later.

Terms and Conditions (Appendix E)

1. Fiscal Management Systems and Accounting Standards: fiscal control and accounting procedures allow the tracking of grant funds in enough detail to determine whether funds were properly used. Grantees are required to use Generally Acceptable Accounting Principles in documenting all grant expenditures.
2. Forfeiture or Repayment of Funds: if funds are improperly expended or if real or personal property acquired with grant funds is improperly used, the CPUC may require the grantee to forfeit unexpended grant funds and/or repay expended grant funds.

3. Real and Personal Property Acquired with Grant Funds: all real and personal property, including equipment and supplies, acquired with grant funds shall be used by the Grantee only for the purposes for which the CPUC approved their acquisition.
4. Conflict of Interest: If a grantee violates any provisions of Public Contracts Code (PCC) § 10410 or PCC § 10411, such action by the grantee shall render the Grant Agreement void.
5. Grantee Accountability: the grantee is ultimately responsible and accountable for grant funds utilization, grant fund accounting, grant administration, and grant fund repayment, even if the grantee has contracted with another organization, public or private, to administer or operate part or its entire program.
6. Site Access: grantees shall allow the State to inspect sites at which grant funds are expended and related work being performed at any time after twenty-four (24) prior notice of entry during the performance of the work and for thirty (30) days after completion of the work.
7. Acting without Delay: grantees shall proceed with projects funded, in whole or in part, by this Agreement, and complete the project in an expeditious manner
8. Work Products; grantees must provide the CPUC with copies of all final products identified in the Workplan.

Approved Work Plan and Budget

1. Staff evaluated each Workplan and Budget for alignment with the CEA-LAT Grant goals, measurability, and reasonableness. Grantees must abide by their Workplan and carry out the work described in accordance with the Budget.

Notarized Affidavit (Appendix H)

1. This document prohibits the duplication of funding for any activities funded by the CEA-LAT grant program. Organizations may not receive or plan to receive funding from another source for their CEA-LAT activities.

Additionally, each grant recipient must start the project within six months after the grant approval and complete the project within the time frame in the approved Workplan or earlier. The Commission may withhold or terminate grant payments if a grant recipient does not comply with any of the requirements set forth in its application and compliance with CEA-LAT rules. In the event a grant recipient fails to complete the project in accordance with the terms of approval granted by the Commission, the grant recipient will be required to reimburse some or all of the CEA-LAT funds it has received.

Upon adoption of this Resolution, each grant recipient will receive an award acceptance letter and awardee package requiring agreement to the terms set herein. A completed and executed grant agreement must be emailed to capacitygrants@cpuc.ca.gov within 30 calendar days of the date of receipt. Failure to submit the signed grantee agreement within 30 calendar days of receipt will deem the grant null and void.

Material changes in the entries shown in the application, such as discontinuing operation or bankruptcy, or change of name (including DBA), change of address, telephone, fax number or E-mail address must be reported immediately to the E&A Grant team.

The CPUC is confident that these requirements will ensure the funding is spent to increase education and outreach about building decarbonization, healthy homes, and related health impacts to Los Angeles County residents.

IX. PROGRAM EVALUATION AND REPORTING

The CPUC will collect feedback and data from grantees, as described above, to evaluate the grant account's overall effectiveness in achieving the intent of AB 157 and the goals of the CPUC. Metrics and reporting requirements laid out for applicants in the CEA-LAT Grant Guidelines (Appendix A) will provide a mechanism for the Commission to track applicant progress on a continuous and formal basis. The CPUC will be attentive to feedback provided by applicants and grantees and to bring any programmatic issues that cannot be resolved at the staff level to the attention of the Commission.

The CPUC will also regularly review, tabulate, and summarize project metrics and progress reported by grantees. Reporting is a requirement of the grant agreement every six months. Where grantees fail to report, the CPUC will follow up with grantees and notify them of their requirements to report. In addition to providing grantee reported metrics, the CPUC will provide the percentage of grantees failing to report, as well as the remaining available funding in each grant account. All reports are public records and any confidential treatment must be requested consistent with the Commission's General Order 66-D. The Commission will determine the appropriateness of an applicant's request for confidential treatment of any portion of a report, consistent with applicable law and rules. CPUC will notify grantees of the reporting requirement. After notice to grantees and opportunity to cure any defaults, the CPUC may terminate the grant agreement and be relieved of any obligation to make grant payments should grantees fail to fulfill reporting requirements. Furthermore, failing to comply could have long-term effects on the grantee's ability to secure future grants from the CPUC.

COMMENTS ON DRAFT RESOLUTION

Public Utilities Code Section 311(g)(1) requires that resolutions be served to all parties and subject to at least 30 days public review. Any comments are due within 20 days of the date of its serving and publication on the Commission's website and in accordance with any instructions accompanying the notice. Interested stakeholders were notified of this draft Resolution on October 31, 2025. However, given that this Resolution is issued outside of a formal proceeding, interested stakeholders need not have party status in a Commission proceeding in order to submit comments. This Resolution shall be served on the following service lists: R.19-01-011, R.20-05-012, R.18-04-010, A.18-05-015, R.18-04-018, I.22-09-011, R.22-11-013, R.21-06-017, R.20-05-012, R.22-07-005, R.19-01-011, EE.R.13-11-005, R.20-01-007, R.18-07-006, R.20-08-022 A.22-03-006, A.22-08-003, A.21-12-009, A.18-03-001, A.20-03-004, R.15-03-010, R.21-02-014, R.13-11-005, R.21-06-017, R.12-11-005, R.19-09-0 09, R.18-04-019, R.21-11-014, R.21-03-002, R.20-09-001, R M-4875, R M-4871 and R M-4868.

The Commission received 1 comment from a member of the public on November 13, 2025:

The commenter expressed concern regarding the selection of community-based organizations (CBOs) proposed for funding, stating that several selected organizations do not have a demonstrated connection to or history of serving the San Fernando Valley or Aliso Canyon Disaster Area prioritized in AB 157. The commenter raised doubts about whether the organizations possess the local relationships, outreach channels, or knowledge of the areas needed to engage residents in the San Fernando Valley and Aliso Canyon Disaster Area. With respect to these concerns about

geographic connection, the Commission would like to clarify that the CEA-LAT Grant Guidelines designate the San Fernando Valley and Aliso Canyon Disaster Area as priority areas for outreach and education, but do not restrict applicant eligibility solely to organizations based in those areas. The organizations proposed for funding in this Resolution are from across Los Angeles County and were competitively evaluated and scored according to the criteria established in the CEA-LAT Grant Guidelines. Geographic priority was considered and applied during the scoring process consistent with program intent. All selected organizations demonstrated sufficient experience serving Los Angeles County communities, with many specifically serving the San Fernando Valley and Aliso Canyon Disaster Area, and conducting outreach and education programming relevant to the CEA-LAT goals. The Commission finds that the awardees' proposed workplans effectively describe strategies to reach residents in the priority areas of the San Fernando Valley and Aliso Canyon Disaster Area.

The commenter raised concerns about funds received by several of the selected organizations from SoCalGas. Given that funding for decarbonization programs is made available from penalties assessed on SoCalGas following the 2015-2016 Aliso Canyon gas leak, the commenter stated that selecting organizations that have received funding from SoCalGas could undermine CEA-LAT's intent. The Commission notes that non-profit organizations regularly receive grant funding from a variety of entities, including utilities, and such contributions do not in themselves indicate any conflict of interest or inability to carry out their CEA-LAT funded project.

The commenter questioned whether some organizations have sufficient experience in building decarbonization or appropriate expertise to conduct outreach. The Commission finds that the CEA-LAT program intentionally supports a broad range of organizations with expertise in community-embedded engagement, including work that spans both decarbonization and non-decarbonization related activities. Applicants were evaluated on their ability to effectively communicate information about decarbonization and its health impacts and the Commission finds that the selected grantees adequately demonstrated this capacity.

FINDINGS

1. On or before June 30, 2025, 25 applicants submitted applications to the CEA-LAT Grant Account. The total funding request is \$4,173,950.50.
2. Staff scored projects based on the completeness and quality of each application. The scoring metrics used to evaluate completeness and quality were aligned with AB 157's stipulation that funds be used "to provide education and outreach about building decarbonization, healthy homes, and related health impacts. Organizations located in the Aliso Canyon Disaster Area and the San Fernando Valley shall receive priority for receiving these funds." Appendix B contains the scoring of the 8 grantees whose funding is approved ministerially by staff and in this Resolution.
3. Based on its review, staff recommends funding for the projects as listed in this Resolution. Staff determined that the successful 8 applicants met eligibility requirements and are sufficiently qualified for funding. Based on staff's evaluation, all 8 applicants satisfy AB 157's legislative intent.
4. Resolution M-4875 required Commission approval of grant amounts at \$150,000 or above. 3 applicants that requested over \$150,000 are recommended for funding by CPUC staff and therefore must be approved through Commission resolution. See Project Review And Recommendations For Funding for descriptions of proposed grants above.
5. If any grantee elects not to accept the award, any money not utilized will be made available to fund the next cycle of CEA-LAT applicants.

6. If a grantee elects to accept the award, they must return a completed grant agreement and will be subsequently issued a Notice to Proceed. During the period of the grant term, they must submit reports on work progress at a minimum every six (6) months.
7. A notice letter was emailed on October 31, 2025, informing all parties on the Distribution List of the availability of the draft of this Resolution for public comments at the Commission's documents website at <http://www.cpuc.ca.gov/documents/>. This letter also informed parties that the final conformed Resolution adopted by the Commission will be posted and available at the same website.
8. The Commission received 1 public comment.

THEREFORE, IT IS ORDERED that:

1. The Commission awards the requested grant amounts requested for the projects listed.
 - a. \$200,000 to Climate Resolve
 - b. \$181,853 to International Institute of Los Angeles
 - c. \$199,971 to El Sol

The total grant award approved by this Resolution is \$581,824. This is in addition to the 5 applications ministerially awarded \$715,109, making the total funding for all CEA-LAT grants recommended by staff \$1,296,933. All awards are based on the descriptions of the projects as included in the grant applications and are predicated on commitments to perform activities as and when expressed in their final workplan and in compliance with all guidelines, requirements, and conditions associated with an E&A CEA-LAT award, as specified in Resolution M-4868 and Resolution M-4875, the Grant Agreement, and Grant Guidelines

2. Grant recipients must complete all activities and achieve all performance outcomes identified in the final workplan submitted with their application.
3. Grant recipients must complete and execute the grant agreement (to be sent to grant recipients after this Resolution is adopted) agreeing to the conditions set forth in this Resolution. A completed and executed grant agreement shall be emailed to capacitygrants@cpuc.ca.gov or uploaded to the Apply grant portal within 30 calendar days of receipt. Failure of grant recipients to submit the grant agreement within 30 calendar days of receipt will deem the grant null and void.
4. By receiving a CEA-LAT grant, grant recipients agree to comply with the terms, conditions and requirements of the grant and thus submit to the jurisdiction of the Commission regarding disbursement and administration of the grant.
5. Grant recipients must maintain files, invoices, and other related documentation for 3 years after final payment. Grant recipients shall make these records available to the Commission upon request and agree that these records are subject to audit and review by the Commission at any time within 3 years after grant recipients incurred the expense being audited.
6. All reports are public records and any confidential treatment must be requested consistent with the Commission's General Order 66-D. The Commission will determine the appropriateness of an applicant's request for confidential treatment of any portion of a report, consistent with applicable law and rules.

7. If a grant recipient fails to complete the project in accordance with the terms outlined in their awardee package, Resolution M-4868, and this Resolution, they must reimburse some or all of the CEA-LAT funds received.

This Resolution is effective today.

I certify that the foregoing Resolution was introduced, passed, and adopted at a conference of the Public Utilities Commission of the State of California held on December 4 2025, the following Commissioners voting favorably thereon:

/s/ RACHEL PETERSON

Rachel Peterson
Executive Director

ALICE REYNOLDS
President

DARCIE L. HOUCK

JOHN REYNOLDS

KAREN DOUGLAS

MATTHEW BAKER

Commissioners

APPENDIX A:
CEA-LAT Grant Guidelines

Clean Energy Access (Phase 2): LA County TECH (CEA-LAT) Grant Application Guidelines

EQUITY AND ACCESS GRANT PROGRAM

April 3, 2025



**California Public
Utilities Commission**

Thanks to:

CPUC External Affairs Division – Business and Community Outreach

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INTRODUCTION

Community-based organizations (CBO) interested in the Equity and Access (E&A) Grant Program should refer to these guidelines and the Resolution approving them prior to applying to this grant.

E&A Grant Program Vision

The California Public Utilities Commission (CPUC) is committed to environmental and social justice through its Environmental and Social Justice (ESJ) Action Plan. This commitment includes acknowledging and addressing that some California communities, particularly low-income and communities of color, face structural disadvantages, such as:

- systematic underinvestment;
- higher pollution burdens and exposure to heat, resulting in significant detrimental health impacts; and
- higher barriers to clean, safe, and affordable utility and transportation services.

The E&A Grant Program was initially designed to provide additional support for ESJ communities to participate in CPUC proceedings and decision-making processes, as well as to facilitate access to investments in clean energy resources, transportation, and communication services.

E&A Grant Program Background

The E&A Grant Program was initially created with 3 separate grant accounts to implement the Budget Act of 2022 (AB 179) and incorporate its statutory purpose. This included the Clean Energy Access (CEA) Grant Account, which funded awareness and adoption efforts for specific clean energy programs under the auspices of the CPUC. Details about the program appear in Commission Resolution M-4868. Funding for all 3 accounts was fully encumbered via awards and the Budget Act of 2024 (AB 107).

The California Legislature appropriated \$2,000,000 in the Budget Act of 2024 (AB 157) for outreach and education for Los Angeles (LA) County residents from the Aliso Canyon Recovery Account. This is allocated to create a new grant program under the Clean Energy Access (CEA) Grant Account.

The Budget Act of 2024 (AB 157), Section 99 provides:

\$2,000,000 shall be allocated for the Equity and Access Grant Program for community-based organizations to provide education and outreach about building decarbonization, healthy homes, and related health impacts. Organizations located in the Aliso Canyon Disaster Area and the San Fernando Valley shall receive priority for receiving these funds. Additionally, these funds shall support Los Angeles County residents with education about electrification technologies, accessing funds from the Aliso Canyon Recovery Account, and addressing related health impacts. [...]

For purposes of this item, “Aliso Canyon Disaster Area” means the City of Los Angeles communities of Porter Ranch, Granada Hills, Northridge, Chatsworth, North Hills, Canoga Park, Reseda, Winnetka, West Hills, Van Nuys, and Lake Balboa.

The funds in this Item shall be available for encumbrance or expenditure by the California Public Utilities Commission until June 30, 2027, and shall be available for liquidation until June 30, 2030.

The Clean Energy Access (Phase 2): LA County TECH (CEA-LAT) Grant implements this legislation within the E&A Grant Program. These guidelines administer the new CEA-LAT Grant.

Building Decarbonization and Health

A healthy home is a structure that is free from moisture and mold that can cause or worsen illness or damage personal belongings; pests that can cause illness or are a nuisance; unsafe conditions and poorly maintained plumbing, heating and other systems that can lead to injuries and other problems; and unventilated areas that can increase indoor pollutant levels¹.

Building decarbonization refers to activities, programs, policies, and any other methods that reduce greenhouse gas emissions from buildings by eliminating the use of natural gas and other fossil-based fuels. The materials used to construct and maintain buildings, consumption of natural gas and electricity, use of fuels like propane or kerosene, and refrigerants all contribute greenhouse gas emissions from buildings².

These emissions can directly impact health by increasing indoor and ambient air pollution. For example, air pollutants emitted from residential fossil fuel appliances include criteria air pollutants (e.g. NO₂, CO, particulate matter, and sulfur oxide), greenhouse gas emissions (e.g. methane, carbon dioxide), and toxic air contaminants. These air pollutants have been linked to various acute and chronic health effects, including respiratory illness, cardiovascular disease, and premature death. There may be a higher risk of health impacts for lower-income households because of the smaller residential unit size, higher occupant density, insufficient ventilation, and use of gas ranges as heating sources³.

The goals of this new CEA-LAT Grant program align with presently active programs designed for building decarbonization. Specifically, the [Technology for Equipment and Clean Heating \(TECH\) Clean California](#) is a statewide initiative to accelerate the adoption of clean space and water heating

¹ California Department of Public Health. Healthy Homes & Communities. <https://www.cdph.ca.gov/Programs/CCDCPHP/DEODC/EHIB/CPE/Pages/HealthyHomes.aspx>. 2024.

² California Public Utilities Commission. [Building Decarbonization](#).

³ California Air Resources Board. <https://ww2.arb.ca.gov/resources/documents/impacts-toxic-air-contaminants-residential-appliances>

technology in existing California homes. This pathway aims to directly benefit low-income households and at a broader scale, help California meet its goal of carbon-neutrality by 2045.

The TECH Initiative provides market incentives and workforce education and training to make it easier for distributors and contractors to stock, sell, and install low-emissions heat pump technology for residential replacement projects. Heat pump technologies can reduce household energy burdens, enhance temperature control, and improve resident health by reducing indoor emissions. According to AB 157, Section 99, TECH funding “may also be expended for additional new measures for enabling comprehensive building electrification, including energy audits, panel upgrades, and electrical wiring repairs.”

Per TECH rules, the incentives must be passed 100% from contractors to customers and incentives can be combined with other heat pump incentive programs. In addition to incentives available to all Californians, the TECH Initiative reserves incentives for low- and moderate-income customers only. Altogether, this means Californians can sign agreements with contractors officially approved by the TECH Initiative to replace their existing [water heater](#) and [heating, ventilation, and air conditioning](#) systems with healthier and more efficient alternatives at a reduced cost.

Contractors must first [enroll](#) as a qualified TECH installer. Customers can select a contractor that provides the services and incentives they need using the [TECH Contractor finder](#) tool. After an initial consultation with the contractor, customers must sign the [TECH Customer Terms & Conditions](#). Customers must be enrolled in a [demand response program](#), and will need to complete an income verification application to qualify for equity incentives. Contractors can make a reservation for funds before installation. After installation, contractors can submit a claim for payment. Incentives can be passed along as either an instant discount deducted from the total project cost at the time of customer payment or provided to the customer in the form of a check or other payment method after the contractor receives the incentive.

There are existing challenges to TECH participation, including:

- Contractor-side: knowledge gaps when installing heat pumps in highly varied home setups, lack of awareness of existing training, inadequate resources to access training, language barriers, and complicated rebate processes.
- Customer-side: lack of awareness and trust in technology, high upfront costs, lack of decision-making authority to install heat pumps (for example, for households who rent), language barriers, and complicated rebate processes.

For more information on potential challenges and solutions to TECH program uptake, please look into TECH’s [pilot programs](#), [Quick Start Grants](#), and the TECH [news feed](#).

The TECH Clean California initiative is funded by California taxpayers. The CPUC and CEC set guidelines for fund usage, design, and implementation. Implementation of TECH is led by Energy Solutions (TECH.info@energy-solution.com). Energy Solutions partners with Anchor Blue Consulting, Ardenna Energy, Association of Energy Affordability, Building Decarbonization Coalition, Central Coast Energy Services, Inc., Electrify My Home, Frontier Energy, National Comfort Institute, Energy Outlet, Recurve Analytics, The Ortiz Group, Tre’ Laine Associates, and VEIC.

CEA-LAT Grant Summary

The CEA-LAT Grant will award up to \$200,000 to CBOs that conduct outreach and education to increase awareness of and facilitate access to the TECH Initiative. At the community level, the grant program is designed to bridge gaps and connect people to these programs, particularly those in underserved areas.

CEA-LAT Grant projects must be in LA County, and priority will be given to organizations located in the Aliso Canyon Disaster Area and/or the San Fernando Valley. Successful applicants for the CEA-LAT Grant will have a demonstrated background in advocating for their chosen target community in these areas.

Eligible activities may include:

- Conducting community education and awareness on building decarbonization, public health, and TECH Incentives for the installation of technologies that qualify for a TECH rebate
- Connect community members to existing workforce development training opportunities
- Evaluating Impact of Strategic Outreach and Education
- Providing community members who choose to participate in the TECH Initiative with ongoing support and education
- Program activities that directly address the challenges listed above for either contractors or customers.
- Direct collaboration with the TECH team at Energy Solutions to connect with the communities that the CBO is in touch with or serves.

For example, funding from the CEA Grant Account could be used to:

- Conduct a workshop on the availability of heat pump incentives to increase installment in the Aliso Canyon Disaster Area communities.
- Train CBO staff to educate communities on sources of indoor/outdoor building air pollution and health benefits of building decarbonization efforts with a focus on TECH.
- Gather feedback from community members on an educational workshop using a survey to improve building decarbonization efforts in underrepresented, low-income households.

Eligible activities are further explained on pages 7-9.

This grant will not pay for infrastructure buildout, such as hardware or equipment, but will rather help facilitate connection between eligible households and communities and the TECH program, with the goal of increasing participation by equity communities (as defined on [TECHcleanca.com](https://www.techcleanca.com)).

Grant applications will be accepted in one or two cycles, depending on the quantity and quality of applications received in the first cycle. Application windows will be set up by CPUC staff. The CEA-LAT Grant Account is competitive.

CEA-LAT Grant Funding Breakdown

Applicants will be awarded funds from the CEA-LAT Grant Account for eligible activities up to a maximum of \$200,000 per award.

AB 157 (2024): Clean Energy Access (Phase 2): LA County TECH (CEA-LAT) Grant Account Funding Breakdown		
Funding Account	Maximum Grant Award	Total Available in Account
CEA-LAT Grant	\$200,000	\$1,900,000
Program Administration	--	\$100,000
TOTAL	--	\$2,000,000

CEA-LAT Grant Timeline

The CEA-LAT Grant Account will commence accepting applications in 2025. Applications will be accepted and awarded in one or two cycles, depending on the quantity and quality of the first cycle of applications. Specific dates for cycles will be posted to [the program's webpage](#).

Applications will be scored competitively by the CPUC. Depending on the number of applications, scoring will take 1-2 months. Some adjustments to award amounts, workplans, and/or budgets may be necessary before the award.

Applicants requesting less than \$150,000 can be awarded ministerially by staff. Applicants requesting \$150,000 or more will be approved via a 2–3-month long Resolution process.

Applicants who are awarded a grant will be sent a Grant Agreement which details the terms and conditions of the grant in the last quarter of 2025. The applicant must sign and return the Grant Agreement to the CPUC within one month.

Due to statutory encumbrance dates, all grants must be encumbered before June 30, 2027. Due to statutory liquidation dates and state invoice processing times, **all grant projects must finish before April 1, 2030.**

If future funding becomes available for this program, then the duration of the grant program will be modified accordingly.

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CEA-LAT Application Overview

CPUC staff will release a Notice of Funding Availability (NOFA) prior to the application window. An application form will be published on the program's designated CPUC website along with application instructions.

As the CEA-LAT Grant will be competitive, applicants will be scored based on the information provided in their application. Applications will be scored and evaluated on a competitive basis in grant cycles.

Information about the application process, including specific deadlines, will be included in the NOFA and updated on the program's webpage.

Following each award cycle, staff may revise the guidelines for subsequent cycles.

Eligible Entities

Only California tax-exempt organizations under Section 501(c)(3) of the Internal Revenue Code may apply.

Non-Eligible Entities

501(c)3 organizations operated by local governments or operating as fiscal sponsors may **not** apply.

Eligible Locations

The Budget Act of 2024 (AB 157) funded the CEA-LAT Grant Account with certain geographical limitations. **Projects must serve Los Angeles County residents only. Priority will be given to organizations located in the Aliso Canyon Disaster Area and San Fernando Valley (ACDA/SFV).**

AB 157 defined the Aliso Canyon Disaster Area as the City of Los Angeles communities of Porter Ranch, Granada Hills, Northridge, Chatsworth, North Hills, Canoga Park, Reseda, Winnetka, West Hills, Van Nuys, and Lake Balboa.

Examples of Eligible Activities

CEA-LAT Grant projects are meant to support the goals of the TECH Clean CA Initiative, which aims to accelerate the adoption of heat pump space and water heating across California. CBOs should utilize a CEA-LAT grant to provide outreach and education on TECH Clean CA overall, especially heat pump technology and its health benefits, and make incentives more accessible to those who would like to participate.

CEA-LAT funding is to be used to conduct complementary, non-construction-related activities prior to, during, or after project completion that is **not** directly funded by TECH. Below are examples of activities that can qualify for an award through the CEA-LAT Grant.

The activities listed *within* the categories below are not exhaustive. If an applicant is unsure if an activity is eligible, the applicant may contact the grants team at capacitygrants@cpuc.ca.gov. Applicants are expected to establish timelines and specific deliverables as part of their work plan for any activity they propose.

Outreach and Education

Develop a strategy that advances the goals of and creates awareness within the community that the applicant serves about TECH and heat pumps, explaining its benefits, especially health benefits, and encouraging program participation. Create culturally relevant materials and a strategic communications and outreach plan using the channels preferred by the community the applicant serves. The strategic communications and outreach plan should demonstrate cultural relevance, language appropriateness, understanding of what households and communities will need in order to understand the potential of the TECH Initiative, and a clear method for connecting households and communities with TECH Initiative staff. Plan and execute community outreach and education activities, such as workshops and webinars, while coordinating all necessary elements of a successful event, such as flyers, venue, speakers, auxiliary aids, etc.

Evaluating Impact of Strategic Outreach and Education

Setting metrics at the initiation of the grant activities to measure impact and progress during and after activities are complete. Tracking contacts, RSVPs, engagements, and reach of promotional materials or messaging. Preparing and distributing attendance sheets or pre/post grant project event surveys measuring the increase in customer understanding of building decarbonization concepts and technologies. Writing post-event reports summarizing and analyzing community outreach and education events, participant feedback and observed responses, and any issues faced. Following up with event participants to track enrollment or installment and to gather feedback on program participation. Identifying and summarizing successful and unsuccessful outreach and education strategies for future reference by the organization or state. Documenting project impacts and progress against initial metrics and preparing reports for the CPUC, which will be made publicly available.

Staff Training

Members of the CBO can receive training from identified experts to strengthen their ability to carry out outreach and education initiatives. These activities can include learning about TECH's rules; local and statewide environmental and human health impacts of indoor and outdoor air pollution; building decarbonization, healthy homes initiatives, and related health benefits with a focus on TECH; local, state, and federal policies, proceedings, and programs on related topics to extract information important to the communities being served. Staff training should be for the purpose of enriching the main outreach and education component of the grant.

Collaboration with Existing Program Implementer

Coordination necessary with the TECH Initiative implementer or their subcontractors to ensure accurate education and outreach about program rules, heat pumps, and maximum benefits to communities. Please reach out to the current implementer, Energy Solutions, at TECH.info@energy-solution.com and CC capacitygrants@cpuc.ca.gov to verify if your planned coordination is feasible beforehand.

Program Participant Support

Provide program support, including initial consultation, contract signing, installation, incentive claims, or other program processes. This could include answering questions, providing guidance on the application process, translating forms and other documents, and offering technical support.

Evaluation And Scoring Criteria

Grant applications will be evaluated competitively based on the following scoring criteria.

Project Narrative (65 Points)

A well-prepared application narrative will address each of the following:

- Executive Summary
- Organization Background and Qualifications
- Project Need
- Strategic Outreach, Education, and Evaluation Plan
- Quantified Metrics to Evaluate Impact and Progress

See the scoring criteria below for specific information on how to address each section of the project narrative. Each section should be concise and thorough and will pay specific attention to each of the points listed in the scoring criteria.

Project narratives are limited to no more than 15 pages and will account for up to 65/100 points of the evaluations score.

The applicant is responsible for supplying relevant data and concrete examples for the review panel to fully evaluate the application. Citations are required; any citation format is acceptable (APA, numbered references, embedded clickable links, etc).

Supporting Documents (35 Points)

In addition to the project narrative, the following supporting documents will be evaluated:

- Workplan Table
- Budget Table
- Letters of Support (x2)

See the scoring criteria below for specific information on how to address each supporting document.

There are no page limits for supporting documents and they will account for up to 35/100 points of the evaluations score.

Scoring Criteria

Applicants should refer to the scoring criteria below when developing the project narrative and supporting documents for the CEA-LAT Grant Account Application, as CPUC evaluators will consult the criteria when scoring applicants.

Cite sources throughout the project narrative. Any citation format is acceptable (APA, numbered references, embedded clickable links, etc).

SCORING CRITERIA	Points
Project Narrative: Executive Summary	
Clearly define the target community geographically and if applicable, demographically. Offer select high-level demographics of the target community. Briefly describe the elements of the project plan. Briefly describe the desired outcomes of the project, and the reasons why those outcomes will benefit the target community and address their needs in particular.	5
Project Narrative: Organization Background and Qualifications	
<p>Provide a summary of the organization and its ability to fulfill the purposes of this grant.</p> <ul style="list-style-type: none"> A. Provide organization background and primary mission. B. Provide evidence and data on the applying organization's history of working with and serving the target communities and populations. What insights have you gained about your community that could contribute to the success of this project? Identify local stakeholder relationships that may lead to the project's success. <p><i>Outreach and Education Experience</i></p> <ul style="list-style-type: none"> C. Demonstrated experience with planning and implementing community outreach and education programs. 	17
Project Narrative: Project Need	

<p>Identify the problems the project is intended to address. Projects serving the Aliso Canyon Disaster Area or San Fernando Valley will be prioritized.</p> <ul style="list-style-type: none"> A. Define the community or populations of focus. B. Describe the characteristics of that population. C. Link data to need. Specifically identify Environmental Justice issues and use data to highlight the target community's greater need compared to LA County overall or other smaller surrounding areas. What are the unique barriers to building decarbonization and healthy homes in the target community? D. Describe how the applicant's project will benefit the communities or populations that they serve, including immediate and long-term benefits, especially health-related impacts. How will the project address the unique barriers identified above? E. Demonstrate how the proposal aligns with the TECH Initiative, including an explanation of which TECH incentive(s) the target community qualifies for and how the target community meets all eligibility rules for the program. <p>Data provided could include but is not limited to: ethnicity, higher populations of more vulnerable age groups, median household income, homeownership, comparative uptake of programs, or prevalence of certain health conditions. <i>The following resources may be helpful: CalEPA's CalEnviroScreen tool, US Census Quickfacts webpage for California data, the TECH Initiative's Heat Pump Data page, TECH Incentives, TECH HPWH Equity Incentives, and the California Department of Finance's webpage for state demographic data.</i></p>	25
Project Narrative: Strategic Outreach, Education, and Evaluation Plan	
<p>Outline your plan for community outreach and education and how you will evaluate success.</p> <ul style="list-style-type: none"> A. Define project goals and objectives. Identify desired outcomes for the targeted community and quantifiable metrics such as deliverables and key dates for your organization's activities. B. Describe your project plan. Describe the full timeline and steps you will take to prepare for, conduct, and follow-up on education, outreach and support activities with your target community members. Ensure that evaluating impact is planned for throughout the duration of your project. C. How will you determine project success and evaluate impact? <ul style="list-style-type: none"> a. What quantitative and qualitative data will you collect before, during, <u>and</u> after outreach and education to show change in your desired outcomes? If no change occurs, what data will you collect to try and figure out why? <ul style="list-style-type: none"> i. For example, number of attendees; surveyed increase in knowledge or interest; percent uptake of promoted programs; compelling stories, quotes or common questions from participants; staff observations. b. What methods will you use to collect data? Each kind of data mentioned should have a corresponding collection method. <ul style="list-style-type: none"> i. For example, attendance sheets, pre/post workshop knowledge checks, longer term follow up surveys, assigning staff member to observe and record or report on participant feedback during education sessions. <p>Be sure to align your answers to the goals, tasks, metrics, and expected outcomes stated in the Workplan.</p>	23

Supporting Documents: Workplan Table	
The Workplan must detail all activities that will take place within the scope of the applying organization's project. The Workplan must align with the information presented in the project narrative. Don't forget to include the data collection and observation needed to evaluate impact. Although there is no required project length, grant projects must be completed by April 1, 2030 to allow time for final invoice processing. See Appendix 1 for a sample workplan table.	15
Supporting Documents: Budget Table	
The budget must detail all activity and resource expenses and should amount to the requested grant award. Ensure every task from the Workplan is represented in equal or greater detail in the budget. Note that grantees can receive an upfront payment of 25% of their grant award; the advance will need to be reconciled with expenditure summaries and supporting documentation of actual expenses before subsequent payments are disbursed. See Appendix 2 for instructions and Appendix 3 for a sample.	15
Supporting Documents: Letters Of Support	
Submit two (2) letters of support from partner organizations or local community leaders that work in or are a part of the communities or populations that the applying organization intends to serve with the CEA-LAT grant funds. Make sure it is clear how the organization or leader serves or is <u>local</u> to the target community. Letters must be written specifically for this grant.	5
Total	100 Points

Eligible Expenses

Below are expenses that are eligible for support via a CEA-LAT Grant. Applicants must ensure that proposed expenses are eligible for funding. Expenses deemed ineligible in the application review process will be removed and the project's recommended total award will be adjusted accordingly.

Staff

The following are eligible staff expenses:

- Grant recipients, subgrantees, and their contractors' staff costs, including salary at an hourly rate, benefits, taxes, and leave.
- Staff may be full or part-time employees.
- If applicants wish to use grant funds to pay for interns, fellows, or other positions that are not on an organization's payroll, these costs should be classified in the budget as a direct cost via a consultant contract.
- If applicants wish to use grant funds to pay for training staff on an organization's payroll, these costs should be classified in the budget as a direct cost via a consultant contract.

Travel

Travel reimbursements must adhere to the State rates and conditions established on the CalHR website, except for “incidentals” and out-of-state travel, which will not be reimbursable under this grant. Each claimant must complete a form [STD-262A, Travel Expense Claim \(TEC\) Form](#), and follow instructions therein. Expense claims must comply with the travel expense, limitation rules applicable to State of California employees and contractors. An applicant use their own funds to pay for costs above the state-authorized amounts. An electronic copy of STD 262A, instructions, and current applicable information are available at: <https://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>.

Administrative

Costs incurred by the recipient to administer the grant, or costs incurred by subgrantees to perform the tasks necessary to fulfill the deliverables outlined in these guidelines. Administrative costs include, but are not necessarily limited to:

- Office space
- Supplies
- Legal or management oversight
- Prorated general liability, Workers' Compensation (may be included in payroll), and automotive insurance

Tools, Subscriptions, and Software

Subscriptions to tools and other software that will help increase capacity, facilitate communication, or otherwise facilitate implementation of the project such as project management software, video conferencing technology subscriptions, and mapping software.

Engagement, Outreach, Education, and Training

Costs related to the development and administration of engagement, outreach, education, and training activities under the grant, including, but not limited to:

- Materials developed for outreach events, trainings, and other grant activities.
- Access to proprietary data or research materials.
- Facilitation for meetings.
- Translation and interpretation for meetings and written materials.
- Marketing and advertisements.
- Participant compensation is an exchange of payment for services rendered in the development of community work products, and appropriately documented with deliverables such as sign in sheets or written surveys. Ensure associated deliverables are clear in the related workplan and budget item.

- Transportation stipends and provision of transportation services for community residents, such as a vanpool.
- Rental costs of equipment, facilities, or venues.

Ineligible Expenses

Grant funds may not be used for the following costs:

- Costs that occur outside of the Grant Agreement term.
- Direct and indirect construction costs.
- Direct lobbying.
- Indirect costs in excess of 25 percent of the awarded funds.
- Reimbursements for travel expenses that exceed State of California travel expense limits.
- The following costs associated with community engagement and outreach:
 - » Direct cash benefits or subsidies to participants.
 - » Refreshments.
 - » Participant incentives, such as door prizes, which are unrelated to specific community work products.
 - » General meetings that do not specifically discuss or advance implementation of the grant project.

Application Checklist

Complete applications for the CEA-LAT Grant Account will have all the items listed in the checklist below.

Application Packet Checklist (no page limits):

- | |
|--|
| <input type="checkbox"/> CEA-LAT Grant Account Application Coversheet (Appendix 4)
Must be signed by an individual who has the authority to sign on behalf of the applying organization. |
| <input type="checkbox"/> Proof of Eligibility
IRS Letter confirming status as a 501(c)(3) entity. The IRS letter must also include the applicant's Tax Identification Number. |
| <input type="checkbox"/> Workplan Table (Appendix 1)
Must be formatted as separate spreadsheet file(s) from the application narrative. |

☐ **Budget Table** (Appendix 2)

Must be formatted as separate spreadsheet file(s) from the application narrative.

☐ **Letters of Support**

Two (2) letters of support from partner organizations or local community leaders that work in or are a part of the communities or populations that the applying organization intends to serve with the CEA-LAT grant funds.

Application Packet Checklist (15-page limit):☐ **Project Narrative**

The project narrative must include sections on:

- Executive Summary
- Organization Background and Qualifications
- Project Need
- Outreach, Education, and Evaluation Plan

See [Appendix 1](#) for the Work Plan template. See [Appendix 2](#) for the Budget instructions. See [Appendix 3](#) for the Budget template. Please submit the Work Plan and Budget as a spreadsheet file.

See [Appendix 4](#) for the PDF of the CEA-LAT Grant Account Application Coversheet. See [Appendix 5](#) for the CEA-LAT Grant Account Application Coversheet Instructions.

Downloadable versions of the application coversheet, workplan table template, and budget table template can be found on the E&A Grant Program webpage here: www.cpuc.ca.gov/capacitygrants.

Required formatting for application documents:

- **Font:** no less than 10-point font. Fonts smaller than 10-point font will not be reviewed.
- **Paper Size:** 8 1/2" x 11" size paper and numbered consecutively.
- **Stapled, not bound (for paper applications):** upper left-hand corner.
- **Edited and reviewed:** Double-checked for grammar and spelling errors.
- **Page Limit:** 15 pages for the project narrative.
- **Citations:** Cite sources throughout the project narrative. Any citation format is acceptable (APA, numbered references, embedded clickable links).

Submission

For electronic applications, please email a completed coversheet, IRS letter, project narrative, workplan table, budget table, and two letters of support to capacitygrants@cpuc.ca.gov and include "CEA-LAT Grant" in the subject line.

For paper applications, please mail completed forms and required documents to:

Business and Community Outreach
Attn: E&A Grant Program
California Public Utilities Commission
505 Van Ness Ave.
San Francisco, CA 94102

Post-Application Process

Application Evaluation

The Commission delegates ministerial review and approval authority to CPUC staff for CEA-LAT Grant Account applications under \$150,000. Staff are directed to evaluate grant applications for eligibility, completeness, and score each application according to the Evaluation and Scoring Criteria (see below).

For applicants that request \$150,000 and above, the Commission reserves discretion to address such applications through the 2–3-month long Resolution process. CPUC staff will evaluate these applications for completeness, ensure they meet all eligibility criteria, score each applicant according to the Evaluation and Scoring Criteria set forth in the program guidelines, and recommend approval of each grantee via Resolution.

Some discussion and adjustments to award amounts or workplan and budgets may be necessary prior to award. The CPUC will notify grantees of awards made via a letter.

Grant Agreement

Following CPUC award, successful applicants will be provided with a Grant Agreement, which will include an *E&A Grant Program Manual, Terms and Conditions, and Notarized Affidavit*. These documents, along with the applicant's approved *Budget Table and Workplan*, comprise the Grant Agreement. The signatory designated in the Application Coversheet will be required to sign the Grant Agreement and return it to the CPUC **within thirty (30) days** from the date that it was sent (either electronically or via mail).

Notice to Proceed

Once the applicant's signed Grant Agreement is received and then executed by the CPUC, a Notice to Proceed letter will be sent to the grantee as notification for approval to proceed with project implementation and expenditures. Awards will be posted to the Commission's website.

Reporting Requirements

Grantees are required to submit a progress report for every six months, starting from the date of the grant agreement. The purpose of this grant reporting requirement is to ensure that grantees provide timely updates on the progress and achievements of their project. All reports are public records and any confidential treatment must be requested consistent with the Commission's General Order 66-D. The Commission will determine the appropriateness of an applicant's request for confidential treatment of any portion of a report, consistent with applicable law and rules.

The reporting periods will be as follows:

1. First reporting period: From the grant start date to the end of the 6th month.
2. Second reporting period: From the beginning of the 7th month to the 12th month.
3. Subsequent reporting periods: Every six months thereafter until the grant project concludes.

A report template will be provided to grantees. Grantees may combine these required reports with budget requests. Grantees may also choose to report the accomplishments of project milestones outside of these required reports as a part of a budget request.

In addition to biannual reports, grantees may be asked to attend brief monthly meetings with grant staff to informally share grant project progress, ask questions, and receive updates.

A final report will include a summary of the remaining unreported activities as well as a summary and evaluation of the entire project's activities and post-project goals, feedback, and lessons learned. The final report template will be sent to grantees after two reporting cycles.

Attachments and Appendix Items

Attachment 1: Glossary of Terms

Applicant

Individual on behalf of an entity or an entity who completes an CEA-LAT Grant application and submits it the CPUC.

Application

A submittal comprised of responses and supporting documents to apply for the grant.

Applying Organization

Entity who is applying to the CEA-LAT Grant Account.

Building Decarbonization

Refers to the umbrella of methods to reduce greenhouse gas emissions from buildings. Read more about building decarbonization at the CPUC here: [Building Decarbonization](#).

Building Electrification

Building electrification is the act of installing electric heating and cooking equipment, such as induction cooktops, heat pump water heaters, and heat pump space conditioning systems. It can be a type of building decarbonization. Read more [here](#).

Capacity Building

The process of strengthening local coordination, leadership, knowledge, skills, expertise, and access to resources in under-resourced communities with the goal of helping to develop or increase the ability of that community to independently engage in state decision-making processes and conduct outreach on clean energy and equity initiatives. Capacity building activities include, but are not limited to, hiring legal expertise, identifying and planning opportunities and barriers for clean energy access and equity initiatives in a given region and identifying existing state programs that can leveraged and means to engage state agencies to implement needed policy changes.

Community Based Organization (CBO)

A public or private nonprofit organization of demonstrated effectiveness that is representative of a community or significant segments of a community and provides educational or related services to individuals in the community.

Community Engagement

The process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the well-being of those people.

Competitive

Method in which applications will be evaluated and scored based on the information provided within the application. Applications with higher total scores will take priority for funding over applications with lower total scores.

Direct Costs

Costs directly tied to the implementation of an CEA-LAT grant, including, but not limited to personnel costs, subcontracts, equipment costs, travel expenses, etc.

Disadvantaged Communities

Designation of census tracts and physical locations used to identify the areas most affected by pollution and the people most vulnerable to its effects, based on geographic, socioeconomic, public health, and environmental hazards criteria. The California Environmental Protection Agency (CalEPA) historically bases designations on analyses conducted by the California Communities Environmental Health Screening Tool (CalEnviroScreen) but can also exercise discretion in developing other criteria and methods.

Electrification Technologies

Broadly, any technology that can facilitate a building off gas to instead be fueled entirely by electricity. Specific technologies may include heat pump appliances and induction stoves, but could also include meter socket adapters, smart electric panels (and other load management devices), solar panels, battery storage systems, electric fireplaces and more.

Grant Account

A category of funding awarded through the overall E&A Grant Program.

Grant Agreement

Arrangement between the State and grantee, in which the grantee will be awarded specific funds to be used for specific work within a specific period.

Grantee

Designated entity that has an agreement for grant funding with the State.

Healthy Homes

A healthy home is a structure that is free from the following substandard housing conditions, as defined in the California Health & Safety Code (Section 17920.3):

- Moisture and mold that can cause or worsen illness or damage personal belongings;

- Pests that can cause illness or are a nuisance;
- Unsafe conditions and poorly maintained plumbing, heating and other systems that can lead to injuries and other problems;
- Unventilated areas that can increase indoor pollutant levels.

See more from the [California Department of Public Health](#).

Indicators

Quantitative measures, including project-related metrics that show changes in conditions over a period.

Indirect Costs

Expenses of doing business that are of a general nature. These costs are not directly tied to the grant but are necessary for the general operation of the organization. Examples of indirect costs may include but are not limited to: personnel costs associated with administrative, supervisory, legal, and executive staff; personnel costs associated with support units, including clerical support, housekeeping, etc.; and operating expenses and equipment costs not included as part of direct project costs.

Technology and Equipment for Clean Heating (TECH) Program

A CPUC program implemented by Energy Solutions that offers rebates for installing space and water heater heat pumps in both residential and commercial properties. Rebates can be combined with other non-CPUC incentive programs. Higher rebates are available for equity customers.

Program Website: [TECH Public Reporting TECH Home Page \(techcleanca.com\)](#)

Contractor Facing Website: [TECH Clean California Contractor Knowledge Base](#)

Customer Facing Website (includes non-CPUC rebates): <https://switchison.org/>

Travel Reimbursement

State rates and conditions established on the CalHR website, (<https://www.calhr.ca.gov>) except for “incidentals” and out-of-state travel, which will not be reimbursable.

Underrepresented Communities

Communities whose presence and participation in state decision-making processes and programs connected to clean energy access and equity initiatives is much smaller than their presence in society as a whole.

Underserved Communities

As defined by Public Utilities Code Section 1601(e), which states: ‘Underserved community’ means a community that meets one of the following criteria: (1) Is a ‘disadvantaged community’ as defined by subdivision (g) of Section 75005 of the Public Resources Code; (2) Is included within the definition

of 'low-income communities' as defined by paragraph (2) of subdivision (d) of Section 39713 of Health and Safety Code; (3) Is within an area identified as among the most disadvantaged 25 percent in the state according to the California Environmental Protection Agency and based on the most recent California Communities Environmental Health Screening Tool, also known as CalEnviroScreen; (4) Is a community in which at least 75 percent of public school students in the project area are eligible to receive free or reduced-price meals under the National School Lunch Program; and (5) Is a community located on lands belonging to a federally or non-federally recognized California Native American Tribes (Tribes).

Appendix 1: Sample Workplan Table

This Sample Workplan table can be used for the Clean Energy Access -- LA County TECH Grant Application.

Although there is no required project length, CEA-LAT grant projects must be completed by April 1, 2030 to allow time for final invoice processing.

Visit the Equity and Access Grant Program webpage to download the Microsoft Excel version of the Sample Workplan at: www.cpuc.ca.gov/capacitygrants.

Equity and Access Grant Work Plan						
To be used for both Equity, Engagement, and Education and Clean Energy Access Grant Accounts						
Task Number	Activities to Accomplish Stated Goals	Project Staff Involved	Start Date	End Date	Performance Measures (used to measure goals)	Expected Outcomes (The outcomes you get when accomplishing your goals)
Goal 1	Build Legal Capacity	Ben Kinney, Executive Director			Hire one in-house attorney and build a new regulatory function for our organization.	Our organization will become a Party to MIP Proceeding and will file reply comments.
Task 1.1	Draft Scope of Work	Ben Kinney, Executive Director	7/7/2023	7/12/2023		
	Interview attorneys and consultants	Ben Kinney, Executive Director, Concepcion Rui, Chair of the Board	7/18/2023	8/6/2023		
	Hire legal resource	Ben Kinney, Executive Director, Concepcion Rui, Chair of the Board	8/10/2023	8/15/2023		
	Create plan for CPUC engagement with new legal resource	Ben Kinney, Executive Director	8/24/2023	8/26/2023		
Task 1.2						
Task 1.3						
Goal 2	Build Staff Capacity to educate community on CPUC proceedings	Darla Ramirez, Organizing Director			Trained 5 organizers to educate the community on active proceedings	The community will become aware and educated on the High DER proceeding and will provide input on the impacts of the proposed regulations.
Task 2.1	Hold 2 staff trainings on High DER Proceeding	Darla Ramirez, Organizing Director	8/21/2023	9/15/2023		
Task 2.2	Hold 2 staff trainings on Microgrid Incentive Program Proceeding	Darla Ramirez, Organizing Director	8/8/2023	9/26/2023		
Task 2.3	Prepare community materials and presentation	Darla Ramirez, Organizing Director	Month 3 (beginning)	Month 4 (end)		
Goal 3						
Task 3.1						

Start and end dates for each task may be specific or written in a generalized fashion to accommodate different start dates.

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Appendix 2: Grant Budget Table Instructions

Appendix 3 is an example of how a budget table must be itemized. It is included to give you an idea of the level of detail expected. Make sure to provide enough detail so application evaluators understand what is being budgeted (i.e., provide detail as to what materials/supplies will include).

General descriptions will not be accepted/considered.

Round budget line items to the nearest whole dollar. Items less than fifty cents should be rounded down and those at fifty cents or more should be rounded up. Review your budget table to ensure the budget adds up correctly.

Time spent by a staff performing an activity directly related to the execution of the grant (not supervision or writing reports), such as speaking at events, drafting program materials, etc., is a direct cost and should be charged to the appropriate activity.

Time spent on personnel costs should include the first name and last name, title, rate of pay (e.g., \$15/hour) of the staff person listed. Include personnel rates as hourly rates. Hourly personnel rates should be reasonable. Hourly rates over \$100/hour will need explanation or justification (i.e., breakdown of costs that may be included in the hourly rate). If including benefits in the hourly rate, include a breakout of the hourly rate and fringe benefits charged. Please account for any yearly increases in rates. Not-to-exceed hourly rates are acceptable. Grantees will need to track staff time by task for expense reimbursement.

Total indirect costs shall not exceed 25 percent (25%) of the total grant award. Indirect costs are expenditures not capable of being assigned or not readily itemized to a particular activity but considered necessary for the operation of the organization and the performance of the program. Overhead, the costs of administrative operations, accounting services, and in-house printing are examples of indirect costs. List the names of the indirect costs that will likely be covered. If awarded, grantees will need to provide the method(s) of cost allocation.

A complete budget table must be submitted for a complete Clean Energy Access -- LA County TECH Grant Application.

Travel must follow the [State of California guidelines](#) for travel reimbursements.

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Appendix 3: Sample Budget Table

This Sample Budget table can be used for the CEA-LAT Grant.

Visit the Equity and Access Grant Program webpage to download a Microsoft Excel version of the Sample Budget Table at: www.cpuc.ca.gov/capacitygrants

Equity and Access Grant Budget Table						
To be used for both Equity, Engagement, and Education and Clean Energy Access Grant Accounts						
Task Number	Budget Item	Explanation	Rate	Unit	Number of Units	Cost
Objective 1	Develop plan to build capacity to engage on the Distributed Energy Resources proceeding by hiring legal consultant and educating organizing staff					
Task 1.1	Hire legal consultant to become party to proceeding and organize internal staff team to keep track of proceeding					
	Gordon Wu, Executive Director	5 hours/week x 50 weeks @ \$30/hour	\$30.00	hour	250	\$7,500
	Miriam Hernandez, Policy Director	25 hours/week x 2 weeks @ \$20 hour	\$20.00	hour	50	\$1,000
	Penelope Marbella, HR Director	6 hours/week x 6 weeks @ \$25/hour	\$25.00	hour	36	\$900
Task 1.2	Train community organizers on DER proceeding and plan community outreach					
	Consultant: Melanie Harris, Trainer	8 hours/week x 1 week @ \$20/hour	\$40.00	hour	8	\$320
	Sam Cachu, Senior Community Organizer	25 hours/week x 50 weeks @ \$18 hour	\$18.00	hour	1250	\$22,500
Task 1.3	Prepare and conduct meeting with 20 interested community residents and informed youth educators					
	George Williams, Organizing Director	8 hours/week x 20 weeks @ \$17.00/hour	\$17.00	hour	160	\$2,720
Objective 2	Become Party to DER Proceeding					
Task 2.1	Submit paperwork and prepare to submit comments					
	Imelda Jackson, Attorney	20 hours/week x 1 weeks @ \$175/hour	\$175.00	hour	20	\$3,500
	Miriam Hernandez, Policy Director	15 hours/week x 2 weeks @ \$20 hour	\$20.00	hour	30	\$600
Objective 3	Develop and Disseminate Outreach Collateral					
Task 3.1	Develop and Design 6"x 11" postcard					
	Graham Singer, Graphic Designer	3 hours/week x 1 week @ \$50/hour	\$50.00	hour	3	\$150
						\$0
			Total Grant Budget			\$39,040

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Appendix 4: CEA-LAT Grant Application Coversheet



Equity And Access Grant Program

Clean Energy Access -- LA County TECH Grant Account Application Coversheet

Before completing this form, refer to the Coversheet Instructions in Appendix 5 of the CEA-LAT Grant Guidelines for more details on each section below.

For your application to be considered complete and eligible for award, an IRS letter confirming 501(c)(3) status, a project narrative, workplan table, budget table, and two letters of support must be attached to this application coversheet. Consult the CEA-LAT Grant Guidelines on the CPUC website for more information at: www.cpuc.ca.gov/capacitygrants.

1. CONTACT INFORMATION

First and Last Name:		
Title:		
Organization Name:		
Employer Identification Number:		
Phone Number:		
Email:		
Physical Address:		
Mailing Address: (if different from above)		
Website:		

2. COMMUNITIES SERVED BY GRANT PROJECT

Select only one:	Los Angeles County	Exclusively Aliso Canyon Disaster Area or San Fernando Valley
------------------	--------------------	---

If serving only a smaller area within the above area selected, please list locations:		
(Optional) Reach Estimate:		
3. ELIGIBILITY		
<input type="checkbox"/> The Applicant is a California tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code.		
<input type="checkbox"/> The Applicant is not operated by a local government.		
<input type="checkbox"/> The Applicant is not proposing to operate as a fiscal sponsor for the project proposed in this application.		
4. REQUESTED GRANT AMOUNT*		
<i>*A budget plan is required. Please use the budget template outlining your planned expenses and enter total cost above.</i>		
5. ATTESTATION		
<p>I, the undersigned, am a legal representative of the Applicant, and declare under penalty of perjury under the laws of the State of California that, to the best of my knowledge, all the statements and representations made in this Application are true and correct.</p> <p>Signed: _____</p> <p>Name (Print): _____</p> <p>Date: _____</p>		
<p>For electronic applications, please email completed forms, proof of eligibility, a project narrative, workplan table, budget table, and two letters of support to capacitygrants@cpuc.ca.gov and include "Clean Energy Access -- LA County TECH Grant" in the subject line.</p> <p>For paper applications, please mail completed forms and required documents to:</p> <p style="padding-left: 40px;"> Business and Community Outreach Attn: E&A Grant Program California Public Utilities Commission 505 Van Ness Ave. San Francisco, CA 94102 </p>		

Appendix 5: CEA-LAT Grant Application Coversheet Instructions

All applicants must submit a completed and signed Clean Energy Access -- LA County TECH Grant Application Coversheet. Please refer to the Guidelines above for additional information.

Coversheet Instructions

1. Contact Information

First and Last Name: Name of individual representative participating in the eligible activity(s) claimed on this application on behalf of the applying organization.

Title: Job title of applying organization's representative.

Organization Name: Name of organization being represented in the eligible activity.

Employer Identification Number: Provide organization's Employer Identification Number (EIN) provided by the Internal Revenue Service (IRS). The EIN is a unique number that identifies the organization to the IRS. This is required for grant award payment.

Phone Number: Phone number where the applying organization representative can be reached.

E-mail: E-mail address where the applying organization's representative can be reached.

Physical Address: Address where the applying organization is physically located (street, city, state, zip code).

Mailing Address: If different from physical address, address where applying organization receives its mail (street, city, state, zip code).

Website: Applying organization's website URL.

2. Communities Served By Grant Project

The applicant must select the checkbox for one of the following options:

- Los Angeles County
- Exclusively Aliso Canyon Disaster Area or San Fernando Valley

Please also list locations served, if more specific than those 2 options. Otherwise, leave blank. For example, if you intend to serve only the cities of Carson and Compton within LA County, select "Los Angeles County" and write "Cities of Carson and Compton". If you intend to serve only the communities of Porter Ranch and Granada Hills, select "Exclusively Aliso Canyon Disaster Area or San Fernando Valley", and write "Communities of Porter Ranch and Granada Hills."

Optional. Estimate the maximum reach of your grant project. In the right-hand box, write a unit of measurement, such as households or individual residents. In the left-hand box, write the numerical estimate. This is an estimate to gauge the potential of the CEA-LAT Grant Account overall; applicants are not scored on the coversheet estimate and will not be held to the coversheet estimate.

3. Eligibility

Confirm that your organization is a California tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code. Confirm that your organization is not operated by a local government. Confirm that your organization is not acting as a fiscal sponsor and will be the organization executing the grant project.

4. Requested Grant Amount

In dollars, the specific total grant amount being requested (e.g., \$100,000.00). The maximum award per grant is \$200,000. A budget plan is required as an attachment detailing how the total requested grant amount was calculated; make sure the amount listed on the coversheet and budget plan match.

Refer to the Equity & Access Grant Program Guidelines for a list of eligible and ineligible activities and expenses eligible for reimbursement.

5. Attestation

The representative for the applying organization must sign, print their name, and date this form.

By signing, the representative attests to the attestation statement on the form.

APPENDIX B: CEA-LAT Applicant Scoring Spreadsheet

Organization Name	Requested Funding	Recommended Funding	Executive Summary	Organization Background	Project Need	Strategic Outreach	Work Plan	Budget	Letters of Support	Weighted Score (%)
Breathe Southern California	\$147,084	\$137,284	5.00	16.67	22.53	13.60	13.00	13.50	4.67	89.4%
Climate Resolve	\$200,000	\$200,000	4.67	16.33	22.73	17.20	14.00	9.00	4.67	90.5%
East Los Angeles Community Corporation	\$200,000	\$149,995	4.67	15.80	19.8	15.60	13.00	12.50	5.00	86.5%
US Green Building Council California	\$149,964	\$149,944	5.00	17.00	23.54	12.40	12.50	11.50	4.53	87.2%
Pacoima Beautiful	\$200,001	\$144,083	4.67	16.67	20.73	14.80	11.00	11.00	4.67	84.3%
International Institute of Los Angeles	\$199,285	\$181,853	5.00	16.67	22.33	15.60	12.00	10.50	4.87	89.5%
ONEgeneration	\$149,806	\$133,803	4.33	15.8	22.47	11.60	10.00	10.50	4.53	80.9%
El Sol	\$199,908	\$199,971	5.00	16.67	22.47	12.00	14.00	14.00	4.40	86.3%

APPENDIX C:
CEA-LAT Cover Sheet

GRANT AGREEMENT COVER SHEET

		GRANT NUMBER
NAME OF GRANT PROGRAM		
GRANTEE NAME		
TAXPAYER'S FEDERAL EMPLOYER IDENTIFICATION NUMBER	TOTAL GRANT AMOUNT NOT TO EXCEED	
START DATE	END DATE	
<p>This legally binding Grant Agreement, including this cover sheet and Exhibits attached hereto and incorporated by reference herein, is made and executed between the State of California, California Public Utilities Commission (CPUC) and _____ (the "Grantee")</p> <p style="text-align: center;">NAME OF GRANTEE</p>		

Exhibit A – Grant Manual
Exhibit B – Terms and Conditions
Exhibit C – Approved Workplan and Budget
Exhibit D – Notarized Affidavit

<p>This Agreement is of no force or effect until signed by both parties. Grantee shall not commence performance until it receives written approval from the California Public Utilities Commission.</p> <p>The undersigned certify under penalty of perjury that they are duly authorized to bind the parties to this Grant Agreement.</p>				
STATE AGENCY NAME		GRANTEE'S NAME (PRINT OR TYPE) (AS AUTHORIZED IN RESOLUTION, LETTER OF COMMITMENT, OR LETTER OF DESIGNATION)		
California Public Utilities Commission				
NAME OF CPUC AUTHORIZED SIGNATORY (PRINT OR TYPE)		NAME OF GRANTEE AUTHORIZED SIGNATORY (PRINT OR TYPE)		
SIGNATURE OF CPUC AUTHORIZED SIGNATORY		SIGNATURE OF GRANTEE AUTHORIZED SIGNATORY		
TITLE	DATE	TITLE	DATE	
STATE AGENCY ADDRESS		GRANTEE'S ADDRESS (INCLUDE STREET, CITY, STATE AND ZIP CODE)		
505 Van Ness Avenue, San Francisco, CA 94102				
CERTIFICATION OF FUNDING				
AMOUNT ENCUMBERED BY THIS AGREEMENT	PROGRAM	PROJECT	ACTIVITY	
PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT	FUND DESCRIPTION			FUND NO.
TOTAL AMOUNT ENCUMBERED TO DATE	NOTES (OPTIONAL USE)			
APPR REF	ACCOUNT/ALT ACCOUNT	REPORTING STRUCTURE	SERVICE LOCATION	FISCAL YEAR (ENY)

APPENDIX D:
CEA-LAT Grant Manual



California Public Utilities Commission

Equity and Access Grant Program



Equity and Access Grant Program **GRANT MANUAL**

California Public Utilities Commission

EQUITY AND ACCESS GRANT PROGRAM

GRANT MANUAL - EXHIBIT A

CA PUBLIC UTILITIES COMMISSION

The Equity and Access (E&A) Grant Program is administered by the California Public Utilities Commission. These Procedures and Requirements describe project and reporting requirements, report due dates, report contents, grant payment conditions, eligible and ineligible project costs, project completion and close-out procedures, records and audit requirements.

The following terms used in this Grant Agreement (Agreement) have the meanings given to them below, unless the context clearly indicates otherwise:

- **“CPUC”** means California Public Utilities Commission.
- **“Grant”** means a sum of money to assist an enterprise deemed advantageous to the public.
- **“Grant Manager”** means the CPUC E&A Grant Program staff person responsible for monitoring the grant.
- **“Grantee”** means the eligible organization or tribal government that receives the funding from the grant.
- **“Notice to Proceed”** means the letter sent by the CPUC E&A Grant staff to the Grantee authorizing the Grantee to implement and make expenditures for the approved project after a certain date.

I. REPORTS

Grant reports are formal records that document a project's progress, using both quantitative metrics and qualitative outcomes. Grantees will receive an e-mail notification one month before a report is due. Reports are due the first state working day one month after a reporting period ends. Reports must be submitted via e-mail to capacitygrants@cpuc.ca.gov. Reports must be signed by the individual who signed the Grant Agreement.

Grantees are required to submit a Progress Report and an up-to-date CEA-LAT Metrics Tracking Spreadsheet every six months, starting from the start date on the grant agreement. The templates for these files are provided in the awardee package. The reporting periods will be as follows:

1. First reporting period: From the grant start date to the end of the 6th month.
2. Second reporting period: From the beginning of the 7th month to the end of the 12th month.
3. Subsequent reporting periods: Every six months thereafter until the grant project concludes.

Grantees may combine these required reports with budget requests. Grantees may also choose to report the accomplishments of project milestones outside of these required reports as a part of a budget request but doing so does not excuse the filing of the report.

The Grant Manager must give prior written approval for any changes to the Work Plan or Budget.

The Final Report includes a written summary of the remaining unreported activities, written summary and evaluation of the entire project's activities, and a finalized version of the CEA-LAT Metrics file. The final report template will be sent to grantees after two reporting cycles.

All reports are public records, and any confidential treatment must be requested consistent with the Commission's General Order 66-D. The Commission will determine the appropriateness of a grantee's request for confidential treatment of any portion of a report, consistent with applicable law and rules.

In addition to reports, grantees may be asked to attend brief monthly meetings with grant staff to informally share grant project progress, ask questions, and receive updates. Grantees are also required to track personnel hours by Workplan task and submit that information with Grant Payment Requests.

II. ELIGIBLE COSTS

Staff

The following are eligible staff expenses:

- Grant recipients, subgrantees, and their contractors' staff costs, including salary at an hourly rate, benefits, taxes, and leave.
- Staff may be full-time or part-time employees.
- If grantees wish to use grant funds to pay for interns, fellows, or other positions that are not on an organization's payroll, these costs should be classified in the budget as a direct cost via a consultant contract.
- If grantees wish to use grant funds to pay for training staff on an organization's payroll, these costs should be classified in the budget as a direct cost via a consultant contract.

Travel

Travel reimbursements must adhere to the State rates and conditions established on the CalHR website, except for "incidentals" and out-of-state travel, which will not be reimbursable under this grant. Each claimant must complete a form STD-262A, Travel Expense Claim (TEC) Form, and follow instructions therein. Expense claims must comply with the travel expense, limitation rules applicable to State of California employees and contractors. Grantees are expected to choose the most cost effective and reasonable lodging and modes of transportation consistent with State of California travel reimbursement rates. An electronic copy of STD 262A, instructions, and current applicable information are available at: <https://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>.

Administrative

Costs incurred by the recipient to administer the grant, or costs incurred by subgrantees to perform the tasks necessary to fulfill the deliverables outlined in these guidelines. Administrative costs include, but are not necessarily limited to:

- Office space
- Supplies
- Legal or management oversight
- Prorated general liability, Workers' Compensation (may be included in payroll), and automotive insurance

Tools, Subscriptions, and Software

Subscriptions to tools and other software that will help increase capacity, facilitate communication, or otherwise facilitate implementation of the project such as project management software, video conferencing technology subscriptions, and mapping software.

Engagement, Outreach, Education, and Training

- Costs related to the development and administration of engagement, outreach, education, and training activities under the grant, including, but not limited to:
- Materials developed for outreach events, trainings, and other grant activities.
- Access to proprietary data or research materials.
- Facilitation for meetings.
- Translation and interpretation for meetings and written materials.
- Marketing and advertisements.
- Participant compensation is an exchange of payment for services rendered in the development of community work products and appropriately documented with deliverables such as sign in sheets or written surveys.
- Transportation stipends and provision of transportation services for community residents, such as a vanpool.
- Rental costs of equipment, facilities, or venues.

III. INELIGIBLE COSTS

Any costs not included in your approved budget, and not directly related to the approved grant project, are ineligible for reimbursement. If you have any questions regarding ineligible costs, contact the E&A Grant Manager.

Ineligible costs include, but are not limited, to the following costs:

- Costs that occur outside of the Grant Agreement term.
- Direct and indirect construction costs.
- Indirect costs in excess of 25 percent of the awarded funds.
- The following costs associated with community engagement and outreach:
 - Direct cash benefits or subsidies to participants.
 - Food and beverages.
 - Participant incentives, such as door prizes, which are unrelated to specific community work products.
 - General meetings that do not specifically discuss or advance implementation of the grant project.

IV. GRANT PAYMENT REQUESTS

The Grant Manager shall authorize payment upon approval of a complete and accurate Grant Payment Request and, where applicable, approval of all required reports.

A. Forms for a Grant Payment Request

All forms are provided by the CPUC E&A Grant Program at the time of grant award notification; the Grant Manager can provide extra copies if needed.

- CPUC Form 805 (Grant Payment Request Form)
- Expenditure Itemization Summary
- Personnel Expenditure Summary
- Travel Expense Summary (example)

If the grantee wishes to send payment to a new address, they must submit a [Payee Data Record \(STD 204\) form](#) with that address.

B. Required Grant Documents and Format for Grant Payment Request

A complete Grant Payment Request must include the following items in the order listed.

1. **CPUC Form 805 (Grant Payment Request Form).** A completed and signed CPUC Form 805 must be submitted in the payment request. This form must be signed by the individual who signed the Grant Agreement. Please remember to type or print the individual's name and title below the signature.
2. **Expenditure Itemization Summary.** All expenditures must be itemized in the Expenditure Itemization Summary. An expenditure itemization summary must be submitted in the payment request. The Expenditure Itemization Summary was sent out with your awardee package; contact the Grant Manager for a copy if necessary. All expenses that the Grantee would like to have reimbursed with Grant funding must be included on the expenditure itemization summary submitted as part of the grant payment request. Make sure everything adds up correctly and coincides with supporting documentation receipts and invoices. Only funds allowed by the Grant program and not on the ineligible costs list above are reimbursable.
3. **Supporting Documentation.** Appropriate documentation must be submitted with the payment request. All documentation must be legible. Illegible documentation will not be accepted. Types of acceptable documentation include:
 - a) **Invoices.** Invoices must include the name of the vendor, vendor's telephone number and address, description of goods or services purchased, amount due, and date of invoice. (Note: food and beverage costs relating to meetings, events, and gathering are ineligible costs.)
 - b) **Receipts.** Receipts should include the same information as invoices. (See above.) Emailed airline or Amazon receipts must include vendor information, purchaser or traveler information, and detailed trip/purchase information. All lodging expenditure claims must be accompanied by a receipt.
 - c) **Purchase orders with proof of payment.** Purchase orders should include the same information as invoices and receipts and must be accompanied by proof of payment (e.g., copies of cancelled checks).
 - d) **Personnel Expenditure Summary.** Document personnel expenditures based on actual time spent on grant related activities. Refer to your Grant Manager for the Personnel Expenditure Summary template. The Personnel Expenditure Summary includes the following:
 - The staff name (first and last names), title of staff, staff hourly rate, date(s) and **number of hours worked per the Workplan task** and total amount being paid for invoice period under the grant, and
 - The person who signed the Grant Agreement's printed name, title, and original signature approving the staff time submitted for reimbursement.

- e) **Travel Expense Summary.** Document costs related to travel and include supporting documentation. (Food and beverages relating to meetings, events, gatherings are ineligible costs.) Travel costs should align with the State guidelines found on the [California Department of Human Resources website](#) for travel. Maximum rates for per diem, travel requirements for receipts, and maximum limits for lodging set by the State will apply to all travel reimbursements.
 - i) **Basic Travel Policies**
 - 1. Limit attendance at conferences and meetings to those directly concerned with the topic.
 - 2. Use the most economical method of transportation. Consider the time you will be away from the office and the direct cost of the methods that may be used.
 - 3. Avoid back-tracking and duplicate travel whenever possible.
 - 4. Out of state travel expenses are not allowed.
 - f) **Participant deliverables.** Participant compensation is an exchange of payment for services rendered in the development of community work products and appropriately documented with deliverables such as sign in sheets or written surveys.

C. Indirect Costs

Indirect costs can be claimed by the Grantee. The following guidelines must be used when claiming these costs:

The total amount of indirect costs charged to the grant shall not exceed 25 percent of the grant funds reimbursed. These costs are expenditures not capable of being assigned or not readily itemized to a particular project or activity but considered necessary for the operation of the organization and the performance of the program.

Examples of indirect costs include the following: costs of operating and maintaining facilities, accounting services, and administrative salaries.

All indirect costs charged to the grant must be associated with grant activities as shown in the approved Budget.

The Grantee must maintain organized and accurate records that follow generally accepted accounting principles and leave an audit trail. The Grantee must provide access to all documents related to the grant program and fiscal operation of the grant program as deemed necessary by CPUC.

If there are questions whether a given cost is considered an overhead/indirect cost, contact the Grant Manager.

V. IMPORTANT NOTICES

Advances: An advance of up to 25 percent of the grant funds awarded may be requested to work on your grant project. A grant advance must be made in writing and approved by the Grant Manager. The request must include a completed CPUC Form 805 and a written detailed description of how the advanced funds will be expended. This description should be a maximum of 2 pages in 12-point Garamond font with single spacing and 1-inch margins. The funds must be spent on purposes specified in the grant program. All advanced funds are subject to the same requirements of this Manual and the Terms & Conditions.

Once expended, advanced funds must be reconciled with a summary of actual expenditures and appropriate supporting documentation. Additional monies will not be distributed until the advanced monies have been reconciled with documentation that has been approved by the Grant Manager.

Spending 80 Percent of Budget Before Progress Reports Due: If 80 percent or more of the grant funding is expended before a scheduled Progress Report is due, in lieu of these progress reports, a Progress Report or Final Report (whatever is deemed more appropriate by the Grant Manager) is also due and must be submitted with the Payment Request for the reimbursement of the 80 percent or more of the grant funding.

Budget: Any costs not included in your approved budget, and not directly related to the approved grant project, are ineligible for reimbursement. If you have any questions regarding ineligible costs, contact the Grant Manager. If any changes need to be made to the budget, contact your Grant Manager.

Final Report and Final Invoice: Failure to submit an acceptable Final Report and final Grant Payment Request within 90 days of the end of the project period specified in the cover sheet of this Agreement, with appropriate supporting documentation, may result in rejection of the Grant Payment Request and/or forfeiture and refund by the Grantee of funds already awarded and/or claims for costs incurred that might otherwise have been eligible for grant funding.

VI. ACKNOWLEDGEMENTS

Grantees should consult the E&A Awardee Communications Guide when promoting the grant project via local media, social media, and other external communications.

PUBLIC EDUCATION MATERIALS - The Grantee shall acknowledge CPUC's support each time projects funded in whole or in part by this Agreement are publicized in any medium, including news media, brochures, newsletters, pamphlets, signage or other types of promotional materials. The acknowledgement of CPUC's support must state "California Public Utilities Commission's Equity and Access Grant Program." The Grant Manager may approve deviation from this requirement on a case-by-case basis.

SIGNAGE Any signage funded in whole or in part by this Agreement must acknowledge that the project was funded by a grant from CPUC and include the CPUC Logo. The acknowledgement must specify the following: "California Public Utilities Commission's Equity and Access Grant Program."

VII. AUDIT CONSIDERATIONS

The Grantee agrees to maintain records and supporting documentation pertaining to the performance of this grant subject to possible audit for a minimum of three (3) years after final payment date or grant term end date, whichever is later. A longer period of records retention may be stipulated in order to complete any action and/or resolution of all issues which may arise as a result of any litigation, dispute, or audit, whichever is later. Examples of audit documentation include, but are not limited to, expenditure ledger, payroll register entries, time sheets, personnel expenditure summary form, travel expense log, paid warrants, contracts and change orders, samples of items and

materials developed with grant funds, educational materials, invoices and/or cancelled checks. Please refer to the Terms and Conditions for more information.

VIII. GRANT MANAGER

All reports, Grant Payment Requests, and all other written correspondence and inquiries regarding this project shall be directed to the Grants Manager during the term of this Agreement. Email is strongly preferred.

Mail: Equity and Access Grant Program Manager
Equity and Access Grant Program
California Public Utilities Commission
505 Van Ness Ave.
San Francisco, CA 94102

Contact: Email: capacitygrants@cpuc.ca.gov

APPENDIX E:
CEA-LAT Terms and Conditions

EQUITY AND ACCESS GRANT PROGRAM

TERMS AND CONDITIONS - EXHIBIT B

CA PUBLIC UTILITIES COMMISSION

SCOPE OF GRANT

The program was adopted by CPUC Resolution M-4875, voted out on April 3, 2025. The funding for the program is pursuant to AB 157, where the California Legislature appropriated \$2 million in the Budget Act of 2024 for community-based organizations to provide education and outreach about building decarbonization, healthy homes, and related health impacts. Organizations located in the Aliso Canyon Disaster Area and the San Fernando Valley were given priority for receiving these funds. The Clean Energy Access Grant Account was created to implement the legislation and the program was adopted via resolution. The Request for Proposals and Applicant's Grant Proposal are incorporated into this agreement by reference.

DISCHARGE OF GRANT OBLIGATIONS

Grantee's obligations under this Agreement shall be deemed discharged only upon acceptance of the final report by CPUC.

ENVIRONMENTAL JUSTICE

In the performance of this Agreement, the Grantee shall conduct its programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the State.

BUDGET - INVOICING

AUDIT/RECORDS ACCESS

Grantee agrees that the CPUC, the Department of Finance, the Bureau of State Audits, or their designated representative(s) will have the right to review, obtain, and copy all records pertaining to Grantee's compliance with the Grant requirements. The Grantee agrees to provide the CPUC or its designated representative(s) with any relevant information requested and shall permit the CPUC or its designated representative(s) access to its premises, upon reasonable notice, during normal business hours for the purposes of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with the Grant requirements. The Grantee further agrees to maintain such records for a period of three (3) years after final payment under this Agreement.

FISCAL MANAGEMENT SYSTEMS AND ACCOUNTING STANDARDS

The Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of State law or this Grant Agreement.

FORFEIT OF GRANT FUNDS/REPAYMENT OF FUNDS IMPROPERLY EXPENDED

If grant funds are not expended, or have not been expended, in accordance with this Agreement, or if real or personal property acquired with grant funds is not being used, or has not been used, for grant purposes in accordance with this Agreement, the CPUC, at its discretion, may take appropriate action under the Grant Agreement, at law or in equity, including requiring the Grantee to forfeit the unexpended portion of the grant funds and/or to repay to CPUC any funds improperly expended.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES

The Grantee is required to use Generally Acceptable Accounting Principles in documenting all grant expenditures.

PAYMENT

- a. The CPUC shall reimburse the Grantee for only the work and tasks specified in the Work Plan at only those expenses specified in the Budget and incurred in the term of the Agreement.
- b. The Grantee shall carry out the work described in the Work Plan in accordance with the Budget and shall obtain the Grant Manager's written approval of any changes or modifications to the Work Plan or the Budget prior to performing the changed work or incurring the changed cost. If the Grantee fails to obtain such prior written approval, the Executive Director, or his or her designated representative, may refuse to provide funds to pay for such work or costs.
- c. The Grantee shall request reimbursement in accordance with the procedures described in the Grant Manual.
- d. Lodgings and Incidentals: Unless otherwise provided for in this Agreement, Grantee's Per Diem eligible costs are limited to the amounts set by the California Department of Human Resources. These rates may be found at [the California Department of Human Resources' Travel Reimbursement Guidelines webpage](#).
Payment will be made only to the Grantee.

Reimbursable expenses shall not be incurred unless and until the Grantee receives a Notice to Proceed as described in the Grant Manual.

PREVAILING WAGES AND LABOR COMPLIANCE

If applicable, the Grantee agrees to be bound by all the provisions of State Labor Code Section 1771 regarding prevailing wages. If applicable, the Grantee shall monitor all agreements subject to reimbursement from this Agreement to ensure that the prevailing wage provisions of State Labor Code Section 1771 are met.

REAL AND PERSONAL PROPERTY ACQUIRED WITH GRANT FUNDS

- a. All real and personal property, including equipment and supplies, acquired with grant funds shall be used by the Grantee only for the purposes for which the CPUC approved their acquisition for so long as such property is needed for such purposes, regardless of whether the Grantee continues to receive grant funds from the CPUC for such purposes.
- b. Subject to the obligations and conditions set forth in this section, title to all real and personal property acquired with grant funds, including all equipment and supplies, shall vest upon acquisition in the Grantee.
- c. The grantee may not transfer title to any real or personal property, including equipment and supplies, acquired with grant funds to any other entity without the express authorization of the CPUC.

WORKERS' COMPENSATION LABOR CODE

The Grantee is aware of Labor Code section 3700, which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the Labor Code, and the Grantee affirms to comply with such provisions before commencing the performance of the work of this Agreement.

GENERAL TERMS AND CONDITIONS

NO EMPLOYMENT OR PARTNERSHIP

Nothing in this Agreement shall be interpreted to create or be construed to create any employment, partnership or other joint relationship between CPUC and Grantee.

ACKNOWLEDGEMENTS

The Grantee shall acknowledge the California Public Utilities Commission's (CPUC) support each time projects funded, in whole or in part, by this Agreement are publicized in any news media, brochures, or other type of promotional material. The acknowledgement of the CPUC's support must state "California Public Utilities Commission's Equity and Access Grant Program."

CONFLICT OF INTEREST

The Grantee needs to be aware of the following provisions regarding current or former state employees. If the Grantee has any questions on the status of any person rendering services or involved with this Agreement, the CPUC must be contacted immediately for clarification.

Current State Employees (Public Contracts Code (PCC) § 10410):

- a. No officer or employee in the state civil service or other appointed state official shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or in which the officer or employee has a financial interest and which is sponsored or funded, or sponsored and funded, by any state agency or department through or by a state contract unless the employment, activity, or enterprise is required as a condition of the officer's or employee's regular state employment. No officer or employee in the state civil service shall contract on his or her own individual behalf as an independent contractor with any state agency to provide services or goods.

Former State Employees (PCC § 10411):

- a. No retired, dismissed, separated, or formerly employed person of any state agency or department employed under the state civil service or otherwise appointed to serve in state government may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency or department. The prohibition of this subdivision shall apply to a person only during the two-year period beginning on the date the person left state employment.
- b. For a period of 12 months following the date of his or her retirement, dismissal, or separation from state service, no person employed under state civil service or otherwise appointed to serve in state government may enter into a contract with any state agency, if he or she was employed by that state agency in a policymaking position in the same

general subject area as the proposed contract within the 12-month period prior to his or her retirement, dismissal, or separation. The prohibition of this subdivision shall not apply to a contract requiring the person's services as an expert witness in a civil case or to a contract for the continuation of an attorney's services on a matter with which he or she was involved prior to leaving state service.

If the Grantee violates any provisions of above paragraphs, such action by the Grantee shall render this Agreement void. (PCC § 10420)

DISPUTES

Notwithstanding the provisions in paragraph Termination for Cause of these Terms and Conditions, the Grantee shall uphold its responsibilities under this Agreement even if a dispute arises with the CPUC. Grantee staff and management may work in good faith with CPUC staff and management to resolve any conflicts or disagreements that may arise during the implementation of this Grant Agreement. However, if such disagreements cannot be resolved at the management level within 30 days of being first raised with CPUC staff, they shall be resolved by the CPUC Executive Director or their designated representative. This paragraph does not limit any legal rights or remedies available to the parties.

DISCLAIMER OF WARRANTY

The CPUC makes no warranties, expressed or implied, including without limitation, the implied warranties of merchantability and fitness for a particular purpose, regarding the materials, equipment, services, or products purchased, used, obtained, and/or produced with funds awarded under this Agreement, whether such materials, equipment, services, or products are purchased, used, obtained, and/or produced alone or in combination with other materials, equipment, services or products. No CPUC employees or agents have any right or authority to make any other representation, warranty, or promise with respect to any materials, equipment, services, or products purchased, used, obtained, or produced with grant funds. In no event shall the CPUC be liable for special, incidental, or consequential damages arising from the use, sale, or distribution of any materials, equipment, services, or products purchased or produced with grant funds awarded under this Agreement.

FORCE MAJEURE

The Grantee and the CPUC shall not be held liable or considered in default for any delay or failure in performance under this Grant Agreement, or any interruption of services resulting, directly or indirectly, from acts of God, hostile governmental actions, civil commotion, strikes, government orders, national or state declared pandemics, lockouts, labor disputes, fire, flood, earthquakes, or other physical natural disasters. If either party intends to use this clause to excuse or delay performance, they must provide written notice to the other party immediately but no later than within fifteen (15) calendar days of when the force majeure event occurs and explain how the event is preventing or delaying their obligations under this Grant Agreement. If the Grantee invokes this clause, the CPUC may terminate this Grant Agreement immediately in writing without penalty.

GRANTEE ACCOUNTABILITY

The Grantee is ultimately responsible and accountable for the manner in which the grant funds are utilized and accounted for and the way the grant is administered, even if the Grantee has contracted with another organization, public or private, to administer or operate part or its entire program. The Grantee shall be responsible for any and all disputes arising out of its contracts for work on the project funded by the grant. The CPUC will not mediate disputes between the Grantee and any other entity concerning responsibility for performance of work. In the event an

audit should determine that grant funds are owed to the CPUC, the Grantee is responsible for repayment of the funds to the CPUC.

GRANTEE'S NAME CHANGE

A written amendment is required to change the Grantee's name as listed on this Agreement. Upon receipt of legal documentation of the name change, the CPUC will process the amendment. Grant Payment Requests presented with a new name cannot be paid prior to approval of the amendment.

NO AGENCY RELATIONSHIP CREATED/ INDEPENDENT CAPACITY

The Grantee and the agents and employees of the Grantee, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the CPUC.

NON-DISCRIMINATION CLAUSE

- a. During the performance of this Agreement, Grantee and its contractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment on the bases enumerated in GC §§ 12900 et seq.
- b. The person signing this Agreement on behalf of the Grantee certifies under penalty of perjury under the laws of California that the Grantee has, unless exempted, complied with the nondiscrimination program requirements (GC § 12990 (a-f)) and California Code of Regulations, Title 2, Section 8103).
- c. Grantee shall include the above nondiscrimination and compliance provisions of this section in all contracts to perform work under this Agreement.

The Grantee, its consultants, and its contractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

NO THIRD-PARTY RIGHTS

The parties to this Agreement do not create rights in, or grant remedies to, any third party, such as subgrantees, contractors or subcontractors, as a beneficiary of this Agreement, or of any duty, covenant, obligation, or undertaking established herein. Nothing contained in this Agreement or otherwise shall create any contractual relation between the CPUC and any third parties of the Grantee, and no agreement with third parties shall relieve the Grantee of its responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to CPUC for the acts and omissions of third parties and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Grantee. The Grantee's obligation to pay its subgrantees, contractors or subcontractors is an independent obligation from the CPUC's obligation to make payments to the Grantee. As a result, the CPUC shall have no obligation to pay or to enforce the payment of any moneys to any subgrantees, contractors or subcontractors. The grantee shall notify CPUC of any addition, substitution, or termination of a sub-grantee. Any new sub-grantee shall be subject to CPUC approval.

OWNERSHIP OF WORK PRODUCT

Grantee hereby grants the CPUC a royalty-free, non-exclusive, transferable license to reproduce, translate, and distribute copies of any and all materials produced pursuant to this Agreement. Grantee shall deliver copies of any work product developed under this Agreement to the CPUC upon request.

PATENTS

Under this Agreement, the Grantee transfers all rights, title, and interest in any patentable invention or discovery to the State, if conceived or reduced to practice during the Agreement or with grant funds. Upon written request, the CPUC may, at the Commission's discretion, grant consent to the Grantee to retain ownership of these rights, in whole or in part.

PERSONALLY IDENTIFIABLE INFORMATION

Information or data that personally identifies an individual or individuals is confidential in accordance with California Civil Code sections 1798, et seq. and other relevant State or Federal statutes and regulations. For instance, grantee may receive data about individual microgrid subscribers, including their energy use and behaviors. The Grantee shall safeguard all such information or data which comes into their possession under this Agreement in perpetuity and shall not release or publish any such information or data.

PROFESSIONALS

In projects requiring installation or construction services, the Grantee acknowledges and agrees to engage only licensed professionals to carry out the services outlined in this Agreement. This requirement applies specifically to services that are mandated by State law to be performed by licensed professionals.

SEVERABILITY

In the event that any provisions of this Agreement are determined to be unlawful or unenforceable, those specific provisions will be nullified and removed from the Agreement without impacting the validity of any other provisions. Nonetheless, to the maximum extent permissible by the applicable law, any provisions that can be waived are hereby waived to ensure that this Agreement remains valid, binding, and enforceable in accordance with its terms.

SITE ACCESS

The Grantee shall allow the State to inspect sites at which grant funds are expended and related work being performed at any time after twenty-four (24) prior notice of entry during the performance of the work and for thirty (30) days after completion of the work.

TERMINATION FOR CAUSE

After notice to the Grantee and opportunity to cure any defaults, the CPUC may terminate this Agreement and be relieved of any obligation to make grant payments should the Grantee fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination, the Grantee may proceed with the work in any manner deemed proper by the CPUC. All costs to the CPUC shall be deducted from any sum due the Grantee under this Agreement.

ACTING WITHOUT DELAY

The Grantee shall proceed with projects funded, in whole or in part, by this Agreement, and complete the Project in an expeditious manner. Time is of the essence.

UNION ORGANIZING

By signing this Agreement, the Grantee hereby acknowledges the applicability of GC §§ 16645, 16645.2, 16645.8, 16646, 16647, and 16648 to this Agreement and hereby certifies that:

- a. No grant funds disbursed by this grant will be used to assist, promote, or deter union organizing by employees performing work under this Agreement.
- b. If the Grantee makes expenditures to assist, promote, or deter union organizing, the Grantee will maintain records sufficient to show that no state funds were used for those expenditures, and that Grantee shall provide those records to the Attorney General upon request.

VENUE

All proceedings concerning the validity and operation of this Agreement and the performance of the obligations imposed upon the parties hereunder shall be held in THE County and City of San Francisco, California. The parties hereby waive any right to any other venue.

WAIVER OF RIGHTS

Any waiver of rights with respect to a default or other matters arising under the Agreement at any time by either party shall not be considered a waiver of rights with respect to any other default or matter. Any rights and remedies of the State provided for in this Agreement are in addition to any other rights and remedies provided by law.

WAIVER OF CLAIMS AND RECOURSE AGAINST THE STATE

The Grantee agrees to waive all claims and recourse against the State, its officials, officers, agents, employees, and servants, including, but not limited to, the right to contribution for loss or damage to persons or property arising out of, resulting from, or in any way connected with or incident to this Agreement. This waiver extends to any loss incurred attributable to any activity undertaken or omitted pursuant to this Agreement or any product, structure, or condition created pursuant to, or because of, this Agreement.

WORK PRODUCTS

The Grantee must provide the CPUC with copies of all final products identified in the Work Plan.

ORDER OF PRECEDENCE

Any inconsistency in the provisions under this Agreement shall be resolved by giving precedence in the following order:

1. E&A Grant Agreement Cover Sheet
2. Terms and Conditions (E&A Grant Agreement Exhibit B)
3. Grant Manual (E&A Grant Agreement Exhibit A)
4. Award Letter

APPENDIX F:
Grant Payment Request Form

STATE OF CALIFORNIA
California Public Utilities Commission
GRANT PAYMENT REQUEST
CPUC Form 805

See instructions on the next page.

1. GRANTEE NAME (AS APPEARS ON GRANT AGREEMENT)		2. GRANT NUMBER (ASSIGNED BY CPUC)	
3. PAYMENT REQUEST NUMBER		5. AMOUNT REQUESTED \$	
4. TYPE OF PAYMENT REQUEST (ATTACH SUPPORTING DOCUMENTATION) <input type="checkbox"/> Initial <input type="checkbox"/> Reimbursement <input type="checkbox"/> Final			
6. FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)		<input type="checkbox"/> A Non-Profit <input type="checkbox"/> Tribe <input type="checkbox"/> Tribal Entity	
7. Send warrant to:			
CONTACT NAME		CONTACT PHONE (WITH AREA CODE)	
ADDRESS (if different than STD 204, submit new STD 204 with this request)			
CITY		STATE	ZIP CODE
8. Under penalty of perjury, I certify that /I am the duly authorized officer of the claimant herein; /This claim is in all respects true, correct and all funds received have been or will be expended in accordance with applicable laws, rules, regulations and grant conditions and assurances /This claim is for costs incurred within the grant performance period.			
Print or Type Name of Authorized Signatory		Signature Authority Title	
Signature of Authorized Signatory		Date	

STATE OF CALIFORNIA
California Public Utilities Commission
GRANT PAYMENT REQUEST
CPUC Form 805

Instructions for completing form.

SECTION	TITLE	DESCRIPTION
1.	GRANTEE NAME (AS APPEARS ON THE GRANT AGREEMENT)	Organization or Federally or non-federally California recognized Native American Tribes name as it appears on the grant agreement.
2.	GRANT NUMBER (ASSIGNED BY CPUC)	Grant number assigned by the CPUC as it appears on the grant agreement.
3.	PAYMENT REQUEST NUMBER	Begin with "1" for the first payment request and number all subsequent payment requests consecutively.
4.	TYPE OF PAYMENT REQUEST (ATTACH SUPPORTING DOCUMENTATION)	Initial – one-time limited advance payment to assist the startup of the project and must include a letter justifying this request. Reimbursement – typical payment request paid on a reimbursement basis commensurate with work performed. Final – final payment after the completion of the project.
5.	AMOUNT REQUESTED	Amount being requested for payment.
6.	FEDERAL EMPLOYER IDENTIFICATION NUMBER	Number used to identify a business entity or nonprofit organization.
7.	SEND WARRANT TO	Grantee's name, contact name, address, city, state, and zip code as it appears on the STD 204.
8.	CERTIFICATION	Print or type name and title of person who signed the Grant Agreement (must be the same official designee). The person signed the Grant Agreement must sign and date (original signature).

Send grant payment request with supporting documentation to: capacitygrants@cpuc.ca.gov.

Please refer to the Grant Manual under Grant Payment Requests for a list of supporting documents that must be submitted with this Grant Payment Request.

APPENDIX G:
Expenditure Itemization Summary

INSTRUCTIONS. List only eligible costs charged to the Grant and Match, if required. Expenses must be incurred within the project performance period outlined on the grant agreement and must align with the Budget Plan.

<p>(1) If check, enter a check or warrant number. If debit/electronic fund payment or transfer, enter EP. If credit card payment, enter CC and the check number or EP that paid the credit card (e.g., CC/EP or CC/Ck #52963). Prior to reimbursement, credit card statements must show at minimum a payment equal to the charge/expense being requested for reimbursement. If in-house employee services or grantee's own equipment or vehicle was used, no payment method required. Grantee must substantiate these costs with project specific timesheets, equipment use log(s), vehicle mileage log(s) or credit card statements if requested and/or during an audit.</p> <p>(2) Date payment was made to recipient. If in-house employee services or grantee-owned equipment or vehicle mileage expenses are being charged to the grant, a date range may be used in this column.</p> <p>(3) Name of vendor or other entity providing services and/or materials, in-house employee services, vehicle mileage, grantee equipment.</p> <p>(4) Scope item related to the expenditure and a brief description, such as "playground design," "permits," "walkway materials," "sports field construction." Indicate if it is an indirect cost.</p> <p>(5) Enter total amount of expenditure using grant funds.</p> <p>(6) Indicate whether the cost is direct or indirect. Total indirect costs cannot exceed 30% of the grant funds reimbursed.</p> <p>(7) Optional: enter any other notes on the expenditure.</p>
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APPENDIX H:
Notarized Affidavit

CALIFORNIA PUBLIC UTILITIES COMMISSION

EQUITY AND ACCESS GRANT PROGRAM

Los Angeles County TECH Grant Account

Notarized Affidavit

My name is _____. I am _____ [Title] of
_____ [Name of Grantee Organization].

My personal knowledge of the facts stated herein has been derived from my employment with
_____ [Name of Grantee Organization].

I swear or affirm that I have personal knowledge of the facts stated in
_____’s [Name of Grantee Organization] Application and Grant
Agreement for a Los Angeles County TECH (CEA-LAT) Grant, I have personal knowledge of the
facts stated in other grant agreements signed by _____
[Name of Grantee Organization], I am competent to testify to them, and I have the authority to
make this Application on behalf of and to bind the Organization.

I further swear or affirm that _____ [Name of Grantee
Organization] agrees to comply with the terms, conditions and requirements of the grant and
thus submits to the jurisdiction of the Commission with regard to the disbursement and
administration of the grant.

I swear or affirm that I agree to comply with Rules 1.11 and 2.2 of the California Public Utilities
Commission’s Rules of Practice and Procedure.

I swear or affirm that funding from any other source will not be used to conduct any work that
is within the scope of the activities described in the CEA-LAT Work Plan and that there will be
no duplication of funds for the same activities.

I swear or affirm, under penalty of perjury, and under Rule 1.1 of the California Public Utilities
Commission’s Rules of Practice and Procedure, that, to the best of my knowledge, all of the
statements and representations made in the Application and Grant Agreement are true and
correct.

If _____ [Name of Grantee Organization] violates the terms and
conditions of this award or other program and project compliance requirements, it shall be
subject to Public Utilities Code Sections 2108 and 2111. The Commission may impose the

maximum penalties allowed under Public Utilities Code sections 2108 and 2111 for failure to meet the program and project compliance requirements, as determined by the Commission.

Signature and title

Type or print name and title

SUBSCRIBED AND SWORN before me on the _____ day of _____, 2025.

Notary Public In and For the State of _____

My Commission expires _____