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Staff Draft for Public Discussion

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WATER ENERGY TECHNOLOGY PROGRAM GRANT APPLICATION

Advancing Energy and Water Reducing Technologies for
Agriculture



WET-15-001

<http://www.energy.ca.gov/contracts/index.html>

State of California

Staff Draft for Public Discussion

California Energy Commission

July 2015

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ATTACHMENTS

Attachment Number	Title
1	Application Form <i>(requires signature)</i>
2	Project Narrative Form
3	Equipment Specifications Form
4	Proof of Market Potential Form
6	Scope of Work Template
6a	Scope of Work Template: Project Schedule <i>(Excel spreadsheet)</i>
7	Budget Forms <i>(Excel spreadsheet)</i>
8	Greenhouse Gas Reduction and Co-Benefits Quantification Methodology
9	Reference
10	Contact List Template

I. Introduction

A. PURPOSE OF THIS DOCUMENT

In response to the California's drought, Governor Brown's Executive Order B-29-15 outlines bold steps to save water, increase enforcement of water use standards, streamline the state's drought response, and invest in new technologies to make California more drought-resilient. In an effort to accelerate innovative water and energy technologies, California Energy Commission, jointly with the Department of Water Resources and the State Water Resources Control Board, will implement the Water Energy Technology Program and provide funding for emerging technologies.

Funding for the Water Energy Technology (WET) program is from the California Climate Investments program. This program requires that all funded projects reduce greenhouse gas emissions and further the purposes of Assembly Bill 32 (Chapter 488, Statutes of 2006). The program also requires that investments deliver and maximize benefits to disadvantaged communities.

The WET program will advance the deployment of advanced technologies that will result in long lasting greenhouse gas reductions and further the purposes of AB 32. The projects must also result in direct water savings. The program will partially fund advanced water efficient technologies that will reduce greenhouse gas emissions and on-site water and energy use.

This document describes the application process for grants under the Energy Commission's agricultural phase of the WET program.¹ Projects eligible for grants must be an emerging technology that is commercially available, but not widely deployed in California, and display significant on-farm greenhouse emission reductions, and water savings. Funded projects must be past the "proof of concept stage" and be ready for commercial scale installations. Eligible technologies must have completed performance testing and have verified data to justify that the technology is ready for commercial-scale installations in an agricultural operation.

This document will provide potential grant applicants with information on:

- Funding available
- Schedule
- Applicant and project eligibility requirements
- Evaluation and award process
- Quantification of greenhouse gas reductions and reporting

The Energy Commission will implement the program in the following phases:

- Phase 1 will focus on agriculture.
- Phase 2 will focus on industry, businesses, residents and renewable energy powered desalination.

See Part II of this document for project eligibility and suggested project areas.

¹ For rebates on specific measures, please refer to the separate application entitled, *Water Energy Technology Rebate Application*.

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B. KEY WORDS/TERMS

Word/Term	Definition
Agricultural Operation	Row, vineyard, field and tree crops, commercial nurseries, nursery stock production, greenhouse operations, and livestock production.
Air Resources Board	The state agency responsible for administering the Cap-and-Trade auction proceeds from the Greenhouse Gas Reduction Fund.
Applicant	The respondent to this application. An applicant is defined by its federal tax identification number.
Application	An applicant's formal written response to this solicitation
California Climate Investments Program	Funded by the State proceeds from Cap-and-Trade auctions. These funds provide an opportunity for the State to invest in projects that help the State achieve its climate goals and provide benefits to disadvantaged communities. The program that pays for projects funded by the Greenhouse Gas Reduction Fund.
CAM	Commission Agreement Manager, the person designated by the Energy Commission to oversee the performance of an agreement resulting from this solicitation and to serve as the main point of contact for the Recipient.
Commercial Technology	Technologies that have reached commercial maturity or been deployed at scales sufficiently large in conditions reflective of actual operating environments that enable appraisal of operational and performance characteristics and of financial risks.
Deemed Savings	Energy and water savings that have been pre-calculated for a particular technology.
Disadvantaged Communities	These are communities defined as areas representing census tracts scoring in the top 25 percent in CalEnviroScreen 2.0 (http://oehha.ca.gov/ej/ces2.html)
Emerging Technologies	Technologies that have significant greenhouse gas reductions and water savings potential but have not yet achieved enough market share to achieve economies of scale.
Emission Factors	These are conversion factors used to convert energy savings into equivalent greenhouse gas reductions, typically identified as metric tons of carbon dioxide equivalent. Refer to Attachment 8 for conversion factors to use in this application when quantifying emission factors.
Energy Efficient Technologies	Technologies that either use less energy to provide the same service at an agricultural operation, or provide more services with the same amount of energy input
Energy Savings	A project that produces on-site energy savings to the recipient, in the form of electricity, natural gas or fossil fuels.
Grant	Funds for projects that are not on the rebate list. These projects are highly customized encompassing one or more emerging technologies and require justification of energy and water savings, greenhouse gas reductions and other co-benefits
Greenhouse Gas	Gases that trap heat in the atmosphere, contributing to climate change. Greenhouse gas results from the combustion of fossil fuels.
Rebate	Funds for a prescriptive project on the Energy Commission list. These types of projects have deemed energy and water savings.
Recipient	The recipient of an award under this solicitation.

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Word/Term	Definition
State	State of California
Water Savings	A project that produces on-site water savings to the recipient or results in the use of recycled water not previously being used.

C. APPLICANTS' ADMONISHMENT

This document contains application requirements and instructions. Applicants are responsible for **carefully reading** the document, asking appropriate questions in a timely manner, ensuring that all application requirements are met, submitting all required responses in a complete manner by the required date and time, and **carefully rereading** the application before submitting. In particular, please read the terms and conditions located at:

<http://www.energy.ca.gov/research/contractors.html>.

Applicants are responsible for the cost of developing applications. This cost cannot be charged to the State. All submitted documents will become public records upon the posting of the Notice of Proposed Award.

D. BACKGROUND

1. Applicable Laws and Policies

This application addresses the energy goals described in the following laws, policies, and background documents:

Laws/Regulations

- **Assembly Bill (AB) 32 (“The Global Warming Solutions Act of 2006”)**

AB 32 created a comprehensive program to reduce greenhouse gas (GHG) emissions in California. GHG reduction strategies include a reduction mandate of 1990 levels by 2020 and a cap-and-trade program. AB 32 also required the California Air Resources Board (ARB) to develop a Scoping Plan that describes the approach California will take to reduce GHGs. ARB must update the plan every five years.

Additional information: <http://www.arb.ca.gov/cc/ab32/ab32.htm>

Applicable Law: California Health and Safety Code §§ 38500 et. seq

Policies/Plans

Water Energy Technology Program In response to the California's drought, Governor Brown's Executive Order B-29-15 outlines bold steps to save water, increase enforcement of water use standards, streamline the state's drought response, and invest in new technologies to make California more drought-resilient. In an effort to accelerate innovative water and energy technologies, California Energy Commission, jointly with the Department of Water Resources and the State Water Resources Control Board, will implement the Water Energy Technology Program and provide funding for emerging technologies.

Additional information: http://gov.ca.gov/docs/4.1.15_Executive_Order.pdf

- **California Climate Investments**

Funding for the Water Energy Technology Program will be from the California Climate Investments program which implements the proceeds from the Greenhouse Gas Reduction Fund (GGRF). All GGRF funded programs must reduce greenhouse gas emissions and further the purposes of AB 32 as the primary program goal and each project must provide real and quantifiable emission reductions. The WET Program will accelerate the use of cutting-edge water energy technologies and support the development of the transformative GHG reduction approaches needed to achieve the State's long-term GHG emissions reduction goals, while maximizing other co-benefits like water savings. In-line with GGRF principles, CEC will prioritize investment of GGRF funds in WET projects types that achieve the highest GHG reductions, maximize co-benefits, and are needed to meet the State's climate goals.

E. FUNDING

1. Amount Available

There is up to **\$3 million** of WET program funding available for agricultural operation grants for the following groups:

- Group A: \$2.70 million (90 percent of the total funds) is available for all projects that meet the eligibility requirements in Section II.
- Group B: \$300,000 (10 percent of the total funds) is available for projects that meet the eligibility requirements in Section II and benefit disadvantaged communities.

All project expenditures must be made within the approved term of the grant agreement.

2. Maximum Funding Amounts and Restrictions

An applicant is defined by its federal tax identification number. Applicants must apply for either Group A or Group B. Group A and B funds cannot be co-mingled. The following are the requirements for each group.

- Group A
 - An applicant using the same unique tax identification number can apply for a grant totaling up to 50% of the eligible project cost, up to a maximum of \$250,000. For example, an applicant can request up to \$250,000 in a grant for a project that costs \$500,000 or more.
 - An applicant applying on behalf of several agriculture operations can apply for a grant totaling up to 50% of the eligible project cost, up to a maximum of \$250,000. The grant can include multiple property locations.
- Group B
 - Projects benefiting disadvantaged communities must be contained in a separate application than projects in Group A.
 - For projects benefiting disadvantaged communities, the funding maximum is 75% of the eligible project cost, up to a maximum of \$300,000. For example, an applicant can request up to \$300,000 in a grant for a project that costs \$400,000 or more.
 - An applicant using the same unique tax identification number can apply for a grant totaling up to 75% of the eligible project cost, up to a maximum of \$300,000.

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- An applicant applying on behalf of several agricultural operations benefiting disadvantaged communities can apply for a grant totaling up to 75% of the eligible project cost, up to a maximum of \$300,000. The grant can include multiple property locations.

3. Project Restrictions Applicable to both Groups A and B

- The grant application can include multiple property locations for the same or different energy and water saving projects if the savings are calculated separately for each property.
- An applicant cannot combine funding from the WET grant program with funding from the WET rebate program for the same project
- An applicant cannot combine funding from the WET program with funding from the California Department of Food and Agriculture's State Water Efficiency and Enhancement Program (SWEEP), the California Department of Water Resources' Water Energy Efficiency Program, or any other program that has received funding from the GGRF.²
- An applicant can supplement/combine WET grant funds, with grants offered by utilities, water districts and other state and federal agencies (except from those listed in the previous bullet) if the total of all funding sources, including the WET program grant, does not exceed 100 percent of the total project cost

4. Change in Funding Amount

The Energy Commission reserves the right to:

- Increase or decrease the amount of funding allocated for grants, the maximum award amounts and percentage of overall project cost described in this section, and the amounts allocated to Groups A and B.
- Allocate any additional or unawarded funds to passing applications in rank order.
- Reduce funding to an amount deemed appropriate if the budgeted funds do not provide full funding for agreements. In this event, the Recipient and Commission Agreement_Manager will reach agreement on a reduced Scope of Work commensurate with available funding.

F. KEY ACTIVITIES SCHEDULE

Key activities, dates and times are presented below. An addendum will be released if the dates change for activities that appear in bold. [Note the dates listed below are approximate and depend on the date of funding approval by the State Legislature and program approval by the California Air Resources Board.]

² WET Program rebates: <http://www.energy.ca.gov/wet/>

Greenhouse Gas Reduction fund projects:
<http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/auctionproceeds.htm>

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ACTIVITY	DATE	TIME
Application Release	July 2015	
Pre-Application Workshop(s) or Webinars	August 2015	TBD
Deadline for Written Questions (see also Section H)	August 2015	5:00 pm
Anticipated Distribution of Questions and Answers	August 2015	
Deadline to Submit Grant Applications	October 2015	
Anticipated Notice of Proposed Award Posting Date	December 2015	
Anticipated Energy Commission Business Meeting Date	February 2016	
Anticipated Agreement Start Date	March 2016	
Anticipated Agreement End Date	April 2017	

G. PRE-APPLICATION WORKSHOP

Energy Commission staff will hold one Pre-Application Workshop to discuss the solicitation with applicants. Participation is optional but encouraged. Applicants may attend the workshop in-person, via the internet (WebEx, see instructions below), or via conference call on the date and at the time and location listed below. Please call (916) 654-4381 or refer to the Energy Commission's website at www.energy.ca.gov/contracts/index.html to confirm the date and time.

Date and time: August 2015
Location: Northern CA

Date and time: August 2015
Location: San Joaquin Valley

Date and time: August 2015
Location: Central Coast/Southern CA

WebEx Instructions:

- To join the WebEx meeting, go to <https://energy.webex.com> and enter the meeting number and password below:

Meeting Number: xxx xxx xxx

Meeting Password: [xxxxxx](#)

Topic: 2015 WET Agriculture Program

- **To Logon with a Direct Phone Number:** After logging into WebEx, a prompt will appear on-screen for a phone number. In the "Number" box, enter your area code and phone number and click "OK" to receive a call for the audio of the meeting. International callers may use the "Country/Region" button to help make their connection.

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- To Logon with an Extension Phone Number: After you login, a prompt will ask for your phone number. Select “CANCEL.” Call **1-866-469-3239** (toll-free in the U.S. and Canada). When prompted, enter the meeting number above and the unique Attendee ID number listed in the top left area of the screen after login. International callers may dial in using the “Show all global call-in numbers” link (also in the top left area).

Telephone Access Only:

Call **1-866-469-3239** (toll-free in the U.S. and Canada). When prompted, enter the meeting number above. International callers may select their number from <https://energy.webex.com/energy/globalcallin.php>.

Technical Support:

- For assistance with problems or questions about joining or attending the meeting, please call WebEx Technical Support at **1-866-229-3239**. You may also contact _____.
- System Requirements: To determine whether your computer is compatible, visit: <http://support.webex.com/support/system-requirements.html>.
- Meeting Preparation: The playback of UCF (Universal Communications Format) rich media files require appropriate players. Please determine whether the players are installed on your computer by visiting: <https://energy.webex.com/energy/systemdiagnosis.php>.

H. QUESTIONS

During the application process, direct questions to the Commission Agreement Officer listed below:

TBD, Commission Agreement Officer
California Energy Commission
1516 Ninth Street, MS-18
Sacramento, California 95814
Telephone: (916) 654-XXXX
FAX: (916) 654-4423
E-mail: xxx@energy.ca.gov

Applicants may ask questions at the Pre-Application Workshops, and may submit written questions via mail, email, and FAX. However, all **technical** questions must be received by the deadline listed in the “Key Activities Schedule” above. Non-technical questions (e.g., questions concerning application format requirements or attachment instructions) may be submitted to the Commission Agreement Officer at any time prior to the application deadline.

A question and answer document will be e-mailed to all parties who attend the Pre-Application Workshop and provide their contact information on the sign-in sheet. The questions and answers will also be posted on the Commission’s website at: <http://www.energy.ca.gov/contracts/index.html>.

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If an applicant discovers an **ambiguity, conflict, discrepancy, omission, or other error** in the solicitation after the deadline for written questions but prior to the application deadline, the applicant may notify the Energy Commission in writing and request modification or clarification of the solicitation. The Energy Commission will provide modifications or clarifications by written notice to all parties who requested the solicitation. At its discretion, the Energy Commission may re-open the question/answer period to provide all applicants the opportunity to seek any further clarification required. If an applicant submits a question after the deadline for written questions that does not concern a non-technical issue or a solicitation ambiguity, conflict, discrepancy, omission, or other error, the Commission Agreement Officer will refer the applicant to the solicitation documents for guidance.

Any verbal communication with a Commission employee concerning this solicitation is not binding on the State and will in no way alter a specification, term, or condition of the solicitation. Therefore, all communication should be directed in writing to the assigned Commission Agreement Officer.

DRAFT

II. Eligibility Requirements

A. APPLICANT REQUIREMENTS

1. Eligibility

This solicitation is open to individual California agricultural operations or to a collaborative applicant representing multiple agricultural operations. An agricultural operation is one that is involved in the operation of row, vineyard, field and tree crops, commercial nurseries, nursery stock production, greenhouse operations, or livestock production. The agricultural operation site must be located in California and the project must benefit California agriculture in the form of energy and water savings and greenhouse gas reductions.

A collaborative applicant, submitting on behalf of several individual agricultural operations is subject to the restrictions stated in Section I. The lead collaborator, with written authorization from the other collaborating applicants, may apply for and receive a grant on behalf of all collaborating applicants. The lead collaborator may be an eligible applicant, an equipment manufacturer, contractor, non-profit or other entity. Lead collaborators that are not agricultural operations may only use rebate funds on behalf of collaborating agricultural operations.

All eligible agricultural operations may apply. Only one application per eligible applicant is allowed. An eligible applicant must choose to apply either as an individual applicant or as a partner under a collaborative application. If multiple applications are received that contain funding requests from a single agricultural operation (as an individual applicant, a collaborative applicant or both), those applications will be returned unprocessed to the applicant(s).

2. Terms and Conditions

Each agreement resulting from this application will include terms and conditions that set forth the recipient's rights and responsibilities. By signing the Application Form (Attachment 1), each applicant agrees to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions that correspond to its organization, without negotiation: (1) University of California terms and conditions; (2) U.S. Department of Energy terms and conditions; or (3) standard terms and conditions. The terms and conditions for all entities are located at <http://www.energy.ca.gov/research/contractors.html>. Failure to agree to the terms and conditions by taking actions such as failing to sign the Application Form or indicating that acceptance is based on modification of the terms will result in **rejection** of the application. Applicants **must read** the terms and conditions carefully. The Energy Commission reserves the right to modify the terms and conditions prior to executing grant agreements.

3. California Secretary of State Registration

California business entities and non-California business entities that conduct intrastate business in California and are required to register with the California Secretary of State must do so and be in good standing in order to enter into an agreement with the Energy Commission. If required but not currently registered with the California Secretary of State, applicants should contact the Secretary of State's Office as soon as possible to do so. For more information, visit the Secretary of State's website at: www.sos.ca.gov.

B. PROJECT REQUIREMENTS

All projects must result in greenhouse gas emission reductions. Project categories listed in Table 1 are eligible for consideration for grants. This table also identifies the supplemental data needed to justify energy and water savings, and project readiness for deployment and the maximum grant amount.

Table 1 – Potential Technologies for Grants

Technology	Information Required	Maximum Grant Amount
Automation and Monitoring with direct control of energy and water use. Water savings and greenhouse gas emission reductions should be a result of automation and cannot depend on behavioral changes	<ul style="list-style-type: none"> • At least 6 months of independent monitoring and verification data showing actual energy and water savings in an agricultural application. • Proof that the technology is advanced and ready for large scale deployment • See also information required in Attachment 1 	<p><u>Group A</u></p> <p>50% of the project cost, up to a maximum of \$250,000</p> <p><u>Group B</u></p> <p>75% of the project cost, up to a maximum of \$300,000 for projects benefiting disadvantaged communities</p>
Advanced integrated irrigation systems that can include moisture sensing, remote sensing, regulated deficit irrigation practices with control strategies that result in direct greenhouse gas reductions and energy and water savings		
On farm precision technologies that directly control water and energy use. Water savings and greenhouse gas emission reductions should be a result of automation and cannot depend on behavioral changes		
Other advanced on-farm technologies that result in direct greenhouse gas reductions and energy and water savings.		

C. ELIGIBLE AND INELIGIBLE PROJECT COSTS

1. Eligible Project Costs

- **Equipment:** Equipment is defined as having a useful life of at least one year, having an acquisition unit cost of at least \$5,000, and eligible for reimbursement with WET Program funds. Equipment means any products, objects, machinery, apparatus, implements or tools purchased and used to construct the project or constructed within the project.
- **Materials/supplies:** Any tangible project-related item purchased to construct the project or constructed within the project that does not fit the definition of equipment.
- **Installation:** labor to install the project
- **Design:** engineering design costs incurred after grant approval

2. Ineligible Project Costs

- Post-project service charges and maintenance costs associated with the funded system.
- Non-labor costs (e.g., management) and fees associated with project oversight.
- Supplies and equipment costs not directly related to the WET program project, such as adding lighting retrofits to an irrigation project.
- Costs incurred prior to the approval of the grant.
- Cost associated with performing the required 6 months of monitoring and verification to provide data on technology performance.
- Cost associated with preparing the application, securing financing, securing permits and providing insurance.

D. DISADVANTAGED COMMUNITIES

In order to qualify for Group B funding, projects must meet the program eligibility criteria one of the following requirements:

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1. **Projects located in disadvantaged community census tract³ and provide direct, meaningful and assured benefits** to one or more disadvantaged communities, consistent with the Air Resources Board's criteria.⁴ The following are examples of projects that meet this criteria:
 - Project provides water and energy use efficiency incentives or other services that reduce energy use to water users (e.g., residential, commercial, agricultural) with a physical address in a disadvantaged community
 - Project improves, repairs or replaces water system infrastructure for water and energy savings within a disadvantaged community
 - Project provides upgrades for buildings that are located within a disadvantaged community (e.g., public buildings , in a disadvantaged community, single-or multi-family housing units in a disadvantaged community)

2. **Projects not located in disadvantaged community but will provide direct benefits to one or more disadvantaged communities**, consistent with Air Resources Board's criteria.⁵ The following are examples of projects that meet this criteria:
 - Project reduces both energy and water use through improvements to the water conveyance or distribution systems that directly serve a disadvantaged community
 - Project includes recruitment, agreements, policies or other approaches that are consistent with federal and state law and result in at least 25% of the project work hours performed by residents of a disadvantaged community
 - Project includes recruitment, agreements, policies or other approaches that are consistent with federal and state law and result in at least 10% of project work hours performed by residents of a disadvantaged community participating in job training programs which lead to industry-recognized credentials or certifications.

³ For maps of disadvantaged community census tracts, refer to:
www.calepa.ca.gov/EnvJustice/GHGInvest/

⁴ Air Resources Board, Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit Disadvantaged Communities, Appendix 2.A.

⁵ Air Resources Board, Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit Disadvantaged Communities, Appendix 2.A.

III. Application Organization and Submission Instructions

A. APPLICATION FORMAT AND NUMBER OF COPIES

The following table summarizes the application formatting requirements:

Format	<ul style="list-style-type: none"> • Pages: Numbered and printed double-sided • Signatures: Manual (i.e., not electronic) • File Format: MS Word version 1997-2003 or version 2007 or later (.doc or .docx format), excluding Excel spreadsheets. PDF files are acceptable for drawings and schematic plans • File Storage: Electronic files of the application must be submitted on a CD-ROM or USB memory stick
Page Limit	<ul style="list-style-type: none"> • Project Narrative Form (Attachment 2) 10 pages (excluding supplemental information)
Number of Copies of the Application	<ul style="list-style-type: none"> • Three hard copies (including one copy with original signatures) • One electronic copy (on a CD-ROM or USB memory stick)

B. APPLICATION DELIVERY

Include the following label information on the mailing envelope:

Applicant's Project Manager Applicant's Name Street Address City, State, and Zip Code	WET-15-XXX Contracts, Grants, and Loans Office, MS-18 California Energy Commission 1516 Ninth Street, 1st Floor Sacramento, California 95814
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Applications must be delivered to the Energy Commission's Contracts, Grants, and Loans Office in a sealed package (in person or via U.S. mail or courier service) during normal business hours, prior to the date and time specified in the "Key Activities Schedule" in Part I of this solicitation. Applications received after the specified date and time are considered late and will not be accepted. Postmark dates of mailing, e-mail, and facsimile (FAX) transmissions are not acceptable in whole or in part, under any circumstances.

C. APPLICATION ORGANIZATION AND CONTENT

1. Submit application attachments in the order specified below.
2. Label the application cover "WET Program WET-15-XXX" and include: (a) the title of the application; and (b) the applicant's name.

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Attachment Number	Title of Section
1	Application Form (signature required)
2	Project Narrative Form
3	Equipment Specification Form
4	Evidence of Market Potential Form
6	Scope of Work Template
6a	Scope of Work Template: Project Schedule
7	Budget Forms
8	Greenhouse Gas Reduction and Co-Benefits Quantification Methodology
9	Reference Form
10	Contact List Template

Below is a description of each required section of the application:

1. Application Form (Attachment 1)

This form requests basic information about the applicant and the project. The application must include an original form that includes all requested information and is signed by an authorized representative of the applicant's organization.

2. Project Narrative Form (Attachment 2)

Attachment 2 will include the majority of the applicant's responses to scoring criteria in Section IV and includes all of the following supplemental information:

- 12 months of pre-retrofit energy bills, showing the currently monthly energy use, rate schedule, and monthly cost, for the energy use affected by the technology, or an alternative method for calculating the baseline energy use.
- 12 months of pre-retrofit water bills, flow meter readings showing the monthly water use, or provide an alternative method for calculating baseline water use.
- Post-install monitoring and verification plan. Plan should detail how the system will be monitored post-install for water savings and greenhouse gas emission reductions.
- If an irrigation project, provide irrigation design drawing by a certified Irrigation Designer. The drawing must show the proposed layout of the irrigation system, and the equipment to be installed. The equipment should correlate with Attachment 3.

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- For non-irrigation projects, provide project design plans and schematic showing proposed equipment and property layout, and the equipment to be installed. The equipment should correlate with Attachment 3.
- Detailed calculations showing the energy and water savings and greenhouse gas reductions associated with the proposed project including identification of all equipment performance requirements and assumptions used in the estimate. All water, energy and greenhouse gas reductions must directly impact the site or facility where the technology is installed and used. Embedded energy associated with the conveyance, transport and treatment of water from Northern to Southern California or use of any other off-site source of water cannot be included in the calculation. Examples of acceptable energy and water savings that can be included in calculations:
 - Use of recycled water must result in a reduction in pumping energy associated with ground water.
 - Use of advanced irrigation systems that directly result in reduced on-site water, pumping, and energy use. Irrigation controls and sensors and other precision agricultural technologies must show direct and measureable water and energy savings, not based on behavior modifications.
 - Direct energy savings associated with a reduction in on-site pumping and conveyance, waste heat recovery,
- All applicants must explain how GHG reductions and co-benefits will be quantified, including links to methodology documents or estimation tools. This information should be contained in Attachment 8 and follow ARB quantification methodologies.
- For applicants applying for Group B, Disadvantaged Communities, please answer the questions in item 4 of Attachment 2, WET Project Narrative Form, which requests information about the disadvantaged community benefits and how it complies with the ARB's criteria.⁶

3. Equipment Specifications Form (Attachment 3)

List the make and model number (if applicable) of all equipment to be used on this project for which grant funds are requested and include the purpose. Equipment is anything that will cost \$5,000 or more. This list should be consistent with the Project Narrative (Attachment 2) and the Budget Form (Attachment 7).

4. Evidence of Market Potential Form (Attachment 4)

Provide justification that this technology is beyond the research, development and demonstration phase by identifying past installations and energy and water saving results. Include the following: a) six months of monitoring and verification data showing the energy and water saving performance of the proposed technology; b) six months of monitoring and verification data showing the energy and water saving performance of the proposed technology; and c) report(s) by an independent entity showing project results and cost effectiveness (e.g., project cost versus cost savings).

⁶ Air Resources Board, Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit Disadvantaged Communities, Appendix 2.A.—include correct citation when available

5. Scope of Work Template (Attachments 6 and 6a)

Applicants must include a Scope of Work for each project, as instructed in the template. The Scope of Work identifies the tasks required to complete the project. It includes a project schedule that lists all products, meetings, and due dates. All work must be scheduled for completion by the anticipated agreement end date specified in the “Key Activities Schedule” in Part I. Here is some guidance for completing the Scope of Work:

- Task 1 is for program related tasks—these tasks are required and should not be modified
- Task 2 is for all the technical related tasks. Sample tasks have been included and you can modify this section to meet your project needs. The technical tasks should focus on high level tasks with some discussion of the expected products.

Electronic files for **Parts I-IV** of the Scope of Work are in **MS Word**. **Part V** (Project Schedule, Attachment 6a) is in **MS Excel**.

6. Project Budget Form (Attachment 7)

The budget forms are in MS Excel format and consist of one worksheet. The budget identifies the main categories of cost that are reimbursable under the grant. These include: equipment, materials and contractor labor. Here is some guidance for completing the budget form:

- Eligible labor costs include contractor labor associated with installation and engineering design of the project. These costs must include direct labor, fringe benefits, overhead and general and administrative expenses
- Refer to Section 2 for labor items that are not reimbursable under the grant.
- All project expenditures must be made within the approved agreement term.
- The budget must reflect estimates for **actual** costs to be incurred during the agreement term. The Energy Commission may only approve and reimburse for actual costs that are properly documented in accordance with the grant terms and conditions. All costs must reflect the equipment and labor costs for the applicant if selected as a Recipient.
- The proposed costs in Attachment 7 are considered capped and may not change during the agreement term. The Recipient will only be reimbursed for **actual** costs up to the amounts shown in Attachment 7

Prevailing wage requirement: Accepting a grant under this program may cause applicants to have to pay prevailing wages and adhere to the other requirements of a “public work” (see Labor Code §1720 et seq.). Whether an applicant’s activities constitute a “public work” and trigger its legal requirements will depend upon the specific facts of each situation. But, because state funds pay these grants, they might be considered “public funds” for purposes of meeting the definition of a “public work.” In addition, the activities applicants perform entitling them to these grants are likely to involve construction, alteration, demolition, installation, repair, or maintenance – the activities that create a “public work.” **Accordingly, the Energy Commission strongly urges applicants to seek professional advice about how participating in this grant program may require them to comply with “public work” laws, including the payment of prevailing wages.**

The Director of the Department of Industrial Relations determines prevailing wage rates for different geographical areas. For more information about “public works” including the applicable prevailing wage rates for your area, please visit the Department of Industrial Relations website at: <http://www.dir.ca.gov/default.html>

7. Greenhouse Gas Reduction Quantification Methodology (Attachment 8)

ARB is required to develop quantification methods for agencies receiving Greenhouse Gas Reduction Fund (GGRF) appropriations per SB 862. Quantification methods are posted on ARB’s auction proceeds website at <http://www.arb.ca.gov/auctionproceeds>.

All GHG reductions must be quantified using a methodology approved by ARB. For co-benefits, applicants must describe the benefits and how they will be quantified.

8. Reference Form (Attachment 9)

Provide applicant references as instructed

9. Contact List Template (Attachment 10)

The list identifies the names and contact information of the project manager, administrator, accounting officer, and recipient of legal notices.

IV. Evaluation and Award Process

A. APPLICATION EVALUATION

Applications will be evaluated and scored based on responses to the information requested in this document. To evaluate applications, the Energy Commission will organize an Evaluation Committee that consists primarily of Energy Commission staff. The Evaluation Committee may use technical expert reviewers to provide an analysis of applications. Applications will be evaluated as follows:

a. Stage One: Application Screening

The Energy Commission staff will screen applications for compliance with the Screening Criteria in **Section E** of this Part. **Applications that fail any of the screening criteria will be rejected.**

b. Stage Two: Application Scoring

Applications that pass Stage One will be submitted to the Evaluation Committee for review and scoring based on the Scoring Criteria in **Section F** of this Part.

- The scores for each application will be the average of the combined scores of all Evaluation Committee members.
- **A minimum score of 70.00 points** is required for the application to be eligible for funding.
- **Clarification Interviews:** The Evaluation Committee may conduct optional in-person or telephone interviews with applicants during the evaluation process to clarify and/or verify information submitted in the application. However, these interviews may not be used to change or add to the content of the original application. Applicants will not be reimbursed for time spent answering clarifying questions.

B. NOTICE OF PROPOSED AWARD, AND AGREEMENT DEVELOPMENT

1. Notice of Proposed Award

Grants: Applications that receive a minimum score of 70.00 points for all criteria will be ranked according to their score.

- The Energy Commission will post a **Notice of Proposed Award (NOPA)** that includes: (1) the total proposed grant amount; (2) the rank order of grant applicants; and (3) the amount of the proposed grant award. The applicant projects benefiting disadvantaged communities will be listed separately. The Commission will post the NOPA at its headquarters in Sacramento and on its website, and will e-mail it to all parties that submitted an application. Proposed grant awards must be approved by the Commission at a business meeting.
- **Debriefings:** Unsuccessful applicants may request a debriefing after the release of the NOPA by contacting the Commission Agreement Officer listed in Part I. A

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request for debriefing must be received **no later than 30 calendar days** after the NOPA is released.

- The Energy Commission reserves the right to:
 - Allocate any additional funds to passing applications, in rank order; and
 - Negotiate with successful applicants to modify the project scope, schedule, and/or level of funding.

2. Agreements

Applicants recommended for grant funding will be developed into an agreement to be considered at an Energy Commission Business Meeting, or other approval process delegated by the Energy Commission. Recipients may begin the project only after full execution of the grant agreement (i.e., approval at a business meeting and signature by the Recipient and the Energy Commission).

- **Resolution Requirement (for government agency recipients):** Prior to approval of the agreement at a business meeting, government agency recipients (e.g., federal, state, and local governments; air/water/school districts; joint power authorities; and state universities) must provide a resolution that authorizes the agency to enter into the agreement and is signed by a representative authorized to execute the agreement and all documents related to the award. Resolutions must include: (1) a brief description of the project; (2) the award amount; and (3) an acceptance of the award.
- **Agreement Development:** The Contracts, Grants, and Loans Office will send the Recipient a grant agreement for approval and signature. The agreement will include the applicable terms and conditions. The Energy Commission reserves the right to modify the award documents (including the terms and conditions) prior to executing any agreement.
- **Failure to Execute an Agreement:** If the Energy Commission is unable to successfully execute an agreement with an applicant in a timely manner, it reserves the right to cancel the pending grant award and to fund the next highest-ranked, eligible application.
- **Agreement Amendment:** The executed agreement may be amended by mutual consent of the Energy Commission and the Recipient. The agreement may require amendment as a result of project review, changes in project scope, and/or availability of funding.

C. GROUNDS TO REJECT AN APPLICATION OR CANCEL AN AWARD

Applications that do not pass the screening stage will be rejected. In addition, the Energy Commission reserves the right to reject an application and/or to cancel a grant award if the following circumstances are discovered at any time during the application or agreement process:

- The application contains false or intentionally misleading statements or references that do not support an attribute or condition contended by the applicant.
- The application is intended to erroneously and fallaciously mislead the State in its evaluation and the attribute, condition, or capability is a requirement of this solicitation.
- The application does not literally comply or contains caveats that conflict with the solicitation, and the variation or deviation is material.
- The application does not contain sufficient information to enable a useful evaluation to be conducted.

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- The applicant has received unsatisfactory evaluations from the Energy Commission or another California state agency.
- The applicant is a business entity that is not in good standing with the California Secretary of State.
- The applicant has not demonstrated that it has the financial capability to complete the project.

D. MISCELLANEOUS

1. Solicitation Cancellation and Amendment

It is the policy of the Energy Commission not to solicit applications unless there is a bona fide intention to award an agreement. However, if it is in the State's best interest, the Energy Commission reserves the right to do any of the following:

- Cancel this solicitation;
- Revise the amount of funds available under this solicitation;
- Amend this solicitation as needed; and/or
- Reject any or all applications received in response to this solicitation.

If the solicitation is amended, the Energy Commission will send an addendum to all parties who requested the solicitation, and will also post it on the Energy Commission's website at: www.energy.ca.gov/contracts. The Energy Commission will not reimburse applicants for application development expenses under any circumstances, including cancellation of the solicitation.

2. Modification or Withdrawal of Application

Applicants may withdraw or modify a submitted application before the deadline to submit applications by sending a letter to the Commission Agreement Officer listed in Part I. Applications cannot be changed after the deadline to submit applications. An Application cannot be "timed" to expire on a specific date. For example, a statement such as the following is non-responsive to the solicitation: "This application and the cost estimate are valid for 60 days."

3. Confidentiality

Though the entire evaluation process from receipt of applications up to the posting of the NOPA is confidential, **all submitted documents will become public records** after the Energy Commission posts the NOPA or the solicitation is cancelled. **The Energy Commission will not accept or retain applications that identify any portion as confidential.**

4. Solicitation Errors

If an applicant discovers any ambiguity, conflict, discrepancy, omission, or other error in the solicitation, the applicant should immediately notify the Energy Commission of the error in writing and request modification or clarification of the solicitation. The Energy Commission will provide modifications or clarifications by written notice to all parties who requested the solicitation, without divulging the source of the request for clarification. The Energy Commission will not be responsible for failure to correct errors.

5. Immaterial Defect

The Energy Commission may waive any immaterial defect or deviation contained in an application. The Energy Commission's waiver will not modify the application or excuse the successful applicant from full compliance with solicitation requirements.

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6. Disposition of Applicant’s Documents

Upon the posting of the NOPA, all applications and related materials submitted in response to this solicitation will become property of the State and public records. Unsuccessful applicants who seek the return of any materials must make this request to the Agreement Officer listed in Part I, and provide sufficient postage to fund the cost of returning the materials.

E. STAGE ONE: GRANT APPLICATION SCREENING

SCREENING CRITERIA	Pass/Fail
<i>The Application must pass ALL criteria to progress to Stage Two.</i>	
1. The application is received by the Energy Commission’s Contracts, Grants, and Loans Office by the due date and time specified in the “Key Activities Schedule” in Part I of this solicitation.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
2. Group A and Group B projects are not contained in the same application.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
3. The Application Form (Attachment 1) is signed where indicated.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
4. The application is from an eligible applicant as defined in Section II of this solicitation.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
5. The agricultural operations in which the proposed technology will be installed are located in California.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
6. The applicant has not exceeded the maximum grant amount as indicated in Section I.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
7. The applicant is requesting no more than 50 percent of the eligible project cost, or no more than 75 percent of the eligible project cost for projects benefiting disadvantaged communities	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
8. The applicant is applying for a technology that is not on the rebate list.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
9. Site verification or conference call confirms project and technology eligibility.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
10. The application and all attachments do not contain any confidential information.	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
11. The applicant has not included a statement or otherwise indicated that it will not accept the terms and conditions, or that acceptance is based on modifications to the terms and conditions	<input type="checkbox"/> Pass <input type="checkbox"/> Fail

F. STAGE TWO: GRANT APPLICATION SCORING

Proposals that pass ALL Stage One Grant Screening Criteria will be evaluated based on the Scoring Criteria on the next page and the Scoring Scale below. Each criterion has an assigned number of possible points, and is divided into multiple sub-criteria. The sub-criteria are not equally weighted. The Project Narrative (Attachment 4) must respond to each sub-criterion.

- The total minimum passing score is **70.00 out of 100 points**.
- The minimum passing scores for **criteria 1 is 10.5 points and for criteria 2 is 7.0 points** The points for criteria 3-4 will only be applied to proposals that achieve the minimum score for criteria 1 and 2.

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SCORING SCALE

% of Possible Points	Interpretation	Explanation for Percentage Points
0%	Not Responsive	<ul style="list-style-type: none"> • The response fails to address the criteria. • The omissions, flaws, or defects are significant and unacceptable.
10-30%	Minimally Responsive	<ul style="list-style-type: none"> • The response minimally addresses the criteria. • The omissions, flaws, or defects are significant and unacceptable.
40-60%	Inadequate	<ul style="list-style-type: none"> • The response addresses the criteria. • There are one or more omissions, flaws, or defects or the criteria are addressed in a limited way that results in a low degree of confidence in the proposed solution.
70%	Adequate	<ul style="list-style-type: none"> • The response adequately addresses the criteria. • Any omissions, flaws, or defects are inconsequential and acceptable.
80%	Good	<ul style="list-style-type: none"> • The response fully addresses the criteria with a good degree of confidence in the applicant's response or proposed solution. • There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.
90%	Excellent	<ul style="list-style-type: none"> • The response fully addresses the criteria with a high degree of confidence in the applicant's response or proposed solution. • The applicant offers one or more enhancing features, methods, or approaches that exceed basic expectations.
100%	Exceptional	<ul style="list-style-type: none"> • All criteria are addressed with the highest degree of confidence in the applicant's response or proposed solution. • The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.

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SCORING CRITERIA

The Project Narrative (Attachment 4) must respond to each criterion below, unless otherwise indicated.

Scoring Criteria	Maximum Points
<p>1. Technology Innovation</p> <ul style="list-style-type: none"> a. Provides a clear and concise description of the innovation in the proposed project. b. Summarizes how the proposed project will advance, supplement, and/or replace current technology and/or scientific knowledge and will be a game changer to the industry. c. Identifies potential market segments who can use the technology and market potential d. Discusses the degree to which the proposed work is technically feasible and achievable. e. Provides at least six months completed performance testing data that demonstrates the technology is ready for deployment and shows potential greenhouse gas reduction benefits, and water savings. 	<p>15 (minimum score needed is 10.5)</p>
<p>2. Project Design and Team</p> <ul style="list-style-type: none"> a. Describes the organizational structure and history of successfully completing similar projects. b. Describes the project design and explains the key project elements needed for success, the equipment to be used, including performance specifications, and ability to complete the project within the required time frame. c. Identifies and explains any collaboration with utilities, industries, or other farms. d. References are relevant to the proposed project and substantiate the applicant's performance (<i>include information in Attachment 9, Reference Form</i>) e. Demonstrates that the applicant has the financial ability to complete the project, as indicated by responses to the following: <ul style="list-style-type: none"> • Has your organization been involved in a lawsuit or government investigation within the past five years? • Does your organization have overdue taxes? • Has your organization ever filed for or does it plan to file for bankruptcy? • Has any party that entered into an agreement with your organization terminated it, and if so for what reason? 	<p>10 (minimum score needed is 7.0)</p>

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Scoring Criteria	Maximum Points
<p>3. Water Savings</p> <ul style="list-style-type: none"> a. Provides a reasonable estimate of direct, on-site water savings to be achieved by the project b. Describes a reasonable and well substantiated methodology for determining baseline water use and estimated savings associated with the technology c. Provides realistic assumptions for estimating baseline and proposed annual water consumption, such as type of crop(s), size of field, source of water (ground or surface) and current irrigation/water method and practices for controlling water use, amount of water applied annually and project reduction with the technology and current and proposed maintenance requirements for the affected system. d. Describes sustainability of water savings to provide benefits for a minimum of 5 years. e. The ratio of grant amount to water savings, after consideration of 3.b. and 3c., is low relative to other applicants. f. Post-Installation verification plan 	30
<p>4. Greenhouse Gas Reductions</p> <ul style="list-style-type: none"> a. Provides a reasonable estimate of direct, on-site GHG reductions to be achieved by the project using ARB's approved quantification methodology. b. Provides a reasonable estimate of baseline and post-retrofit on-site GHG emissions using a quantification methodology developed and approved by ARB.⁷ c. Provides realistic assumptions for determining proposed GHG emissions based on on-site reductions. <i>This information should be consistent with ARB's approved quantification methodology).</i> d. Describes sustainability of GHG reductions e. Discuss and quantify any other co-benefits that are not water, energy or GHG reductions. f. Ratio of grant amount to GHG reduction, after consideration of 4.b., is low relative to other applicants. g. Post-Installation verification plan 	45
Total Possible Points (Minimum Passing Score is 70)	100
Total Possible Points (Minimum Passing Score is <u>70</u>)	100

⁷ Air Resources Board, Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit Disadvantaged Communities, Appendix 2.A.—include correct citation when available.

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ATTACHMENT 1

WET Program

Agricultural Operations Grant Application Form

Applicant's Identification Information		
Legal Name of Applicant and/or Organization		
Check the Sector that Describes Your Organization	<input type="checkbox"/> Agricultural Operation <input type="checkbox"/> Collaborative Applicant, representing one or more agricultural operations <input type="checkbox"/> Government Entity (e.g., city, county, state and federal government, air/water/school district, joint power authority, academia) <input type="checkbox"/> Other: Specify	
Federal Tax ID #	-	
Project Manager <i>(serves as the point of contact for all communications)</i>	Name	
	Street Address	
	City, State, and Zip Code	
	Phone/ Fax Numbers	Phone: Fax:
	E-Mail Address	

Application Type (Check one - refer to Application Manual for description)	
<input type="checkbox"/> Group A	<input type="checkbox"/> Group B (Disadvantaged Communities)

Who will install your system?	
<input type="checkbox"/> Private company: _____	<input type="checkbox"/> Self-Install

Project Budget Summary (Complete the table below. For collaborating applicants, a separate line item must be completed for each agricultural operation. This table must match the information in Attachment 3, Project Budget.)	
WET Program Grant Amount Requested	Total Eligible Project Cost

Proposed Grant Term (May be subjected to installation audits for measurement and verification even after proposed end date.)	
Start Date: / /	End Date: / /

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ATTACHMENT 1

WET Program

Agricultural Operations Grant Application Form

Estimated Benefits Summary <i>(Information must match Project Narrative (Attachment 2) and Greenhouse Gas Reduction and Co-Benefits (Attachment 8)) Complete this table for each agricultural</i>	
Name of Agricultural Operation:	
Annual Greenhouse Gas Reductions (metric ton)	
Annual water savings (million gallons)	
Annual electric savings (kWh)	
Annual natural gas savings (therms)	
Annual other energy savings (specify fuel and units)	

Property/Project Location <i>(Complete the table below for the location of each agricultural operation in which the rebated technology will be installed. Complete one table for each non-contiguous location. Make duplicate copies of this table, as needed)</i>
Indicate property location where the project will be implemented. a. Address or nearest Cross Streets b. City, Zip Code c. Assessor Parcel Number(s) d. Name of Irrigation District where project will be implemented
<i>Describe acreage impact by the project and the slope of the land:</i>
<i>Describe current and past land use and crops grown:</i>
<i>Describe current Irrigation practices and system:</i>
<i>Describe water source (surface or groundwater pumped from on-farm wells):</i>
<i>Describe how often the crops need to be irrigated and during what period of the year:</i>
<i>Describe any past energy and water efficiency projects installed</i>

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ATTACHMENT 1

WET Program

Agricultural Operations Grant Application Form

For Collaborative Applicants List the companies/farms that are associated with project location named on this application and explain the relationship and role. Use additional sheets if needed)

Name of Company/Farm	Address	Federal Tax ID	Relationship and Role

Past Project Activity (Complete the table below if you have or are participating in CDFA's SWEEP, DWR's Water Energy Efficiency Program, any other California state or Federal agency program, or any California water or energy utility program. Use additional sheets if needed)

Name of Entity that Issued the Agreement	Description of Project and Status

The following items must be included with this application.

- Attachment 1 Application Form (signed by authorized representative)
- Attachment 2 Project Narrative Form
- Attachment 3 Equipment Specifications Form
- Attachment 4: Proof of Market Potential Form
- Attachment 6/6a: Scope of Work Template and Project Schedule
- Attachment 7: Budget Forms
- Attachment 8: Greenhouse Gas Reduction and Co-Benefit Quantification
- Attachment 9: Reference
- Attachment 10: Contact List Template

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ATTACHMENT 1

WET Program

Agricultural Operations Grant Application Form

Certifications

1. I am authorized to complete and sign this form on behalf of the applicant.
2. I authorize the California Energy Commission to make any inquiries necessary to verify the information presented in this application.
3. I have read and understand the terms and conditions contained in this solicitation. I accept the terms and conditions contained in this solicitation on behalf of the applicant, and the applicant is willing to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions without negotiation.
4. To the best of my knowledge, the information contained in this application is correct and complete.

Signature of Authorized Representative

Date:

Printed Name of Authorized Representative

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ATTACHMENT 2
WET Project Narrative Form

1. Technology Innovation

- a. Provide a clear and concise description of the innovation in the proposed project.
- b. Summarize how the proposed project will advance, supplement, and/or replace current technology and/or scientific knowledge and will be a game changer to the industry.
- c. Identify potential market segments that can use the technology and market potential.
- d. Discuss the degree to which the proposed work is technically feasible and achievable.
- e. Provide at least six months completed performance testing data and other information that demonstrates the technology is ready for deployment and shows potential water, energy and greenhouse gas reduction benefits. *(Include this information in Attachment 4, Proof of Market Potential Form)*

2. Project Design and Team

- a. Describe the organizational structure and the team's history of successfully completing similar projects.
- b. Describe the project design and explains the key project elements needed for success, the equipment to be used, including performance specifications, and ability to complete the project within the required time frame.
- c. Identify any collaboration with utilities, industries, or other farms. Explains the nature of the collaboration.
- d. Provide references that are relevant to the proposed project and substantiate the applicant's performance *(include this information in Attachment 7, Reference and Work Product Form)*.
- e. *Demonstrate that the applicant has the financial ability to complete the project, as indicated by the responses to the following questions:*
 - *Has your organization been involved in a lawsuit or government investigation within the past five years?*
 - *Does your organization have overdue taxes?*
 - *Has your organization ever filed for or does it plan to file for bankruptcy?*
 - *Has any party that entered into an agreement with your organization terminated it, and if so for what reason?*

3. Water Savings

- a. Estimate the direct, on-site water savings to be achieved by the project and estimate the percent of water savings above baseline usage.
- b. Describe the methodology used to determine baseline water used and estimated savings associated with the technology.
- c. Include all assumptions used in the determination of baseline and proposed annual consumption, such as type of crop(s), size of field, source of water (ground and

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ATTACHMENT 2
WET Project Narrative Form

surface) and current irrigation/water method and practices for controlling water use, amount of water applied annually and project reduction with the technology and current and proposed maintenance requirements for the affected system.

- d. Describe the sustainability of the water savings to continue to provide benefits for a minimum of 5 years.
- e. Provide the ratio of the grant amount to water savings (Grant amount requested/estimated annual water savings = \$/gallon)

4. Greenhouse Gas Reductions and Other Benefits

- a. Estimate the direct greenhouse gas reductions (e.g., metric tons of carbon dioxide reduced) to be achieved by the project and estimate the percent of greenhouse gas reductions above the baseline usage.
- b. Describe the methodology used to determine baseline greenhouse gas emissions and estimated reductions associated with the technology.
- c. Include all assumptions used in the determination of baseline and proposed greenhouse gas emissions.
- d. Describe the sustainability of the greenhouse gas emission reductions to continue to provide benefits for a minimum of 5 years.
- e. Discuss any co-benefits, including assumptions.
- f. Provide the ratio of the grant amount to GHG reductions (Grant amount requested/estimated annual GHG reductions = \$/metric tons of CO₂ reduced-include calculations)

5. For those applying for Group B funds for Disadvantaged Communities

- a. Describe how the project will directly benefit disadvantaged communities. Use OEHHA's Cal Enviro Screen 2.0.¹ Disadvantaged communities are areas representing census tracts scoring in the top 25% in CalEnviroScreen 2.0.

¹ <http://www.calepa.ca.gov/EnvJustice/GHGInvest/>

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ATTACHMENT 2
WET Project Narrative Form

- Identify census tracts for project location, location of communities receiving jobs, and communities receiving water and energy benefits as a result of project implementation.
- Indicate which disadvantaged community(ies) will benefit.
- Explain how the project will benefit disadvantaged communities based on the criteria indicated in Section II of the Grant Funding Opportunity (GFO) in either one or both of the following areas:
 - i. Projects located in disadvantaged community census tract² and provide direct, meaningful and assured benefits to one or more disadvantaged communities, consistent with the Air Resources Board's criteria.³
 - ii. Projects not located in disadvantaged community but will provide direct benefits to one or more disadvantaged communities, consistent with Air Resources Board's criteria.⁴

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² For maps of disadvantaged community census tracts, refer to:
www.calepa.ca.gov/EnvJustice/GHGInvest/

³ Air Resources Board, Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit Disadvantaged Communities, Appendix 2.A.

⁴ Air Resources Board, Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit Disadvantaged Communities, Appendix 2.A.

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ATTACHMENT 3

	A	B	Equipment Specifications	E	F	G	H
1	<i>Include specifications for equipment efficiency and usage that will be used to determine water and energy usage. The items on this list must match the Equipment Budget in Attachment 7. Equipment is defined as item with a cost of \$5,000 or more.</i>						
2	Item Name	Manufacturer Name	Model Number	Specifications			
3	Example 1: Premium Efficiency Pump Motor	XYZ Company	111-222	Motor power (footnote source): RPM: Load factor (avg motor load/rated load): Annual operating hours: Motor efficiency:			
4	Example 2: Variable Speed Drive Motors	XYZ Company	111-222	Motor power (footnote source): RPM: Load factor (avg motor load/rated load): Annual operating hours: Drive efficiency under full load: Motor efficiency:			
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ATTACHMENT 3

	A	B	Equipment Specifications	E	F	G	H
1	<i>Include specifications for equipment efficiency and usage that will be used to determine water and energy usage. The items on this list must match the Equipment Budget in Attachment 7. Equipment is defined as item with a cost of \$5,000 or more.</i>						
2	Item Name	Manufacturer Name	Model Number	Specifications			
25							
26							
27							
28							

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ATTACHMENT 4
Evidence of Market Potential Form

This form will document past project installations and performance. Please provide information on at least two past project installations with supporting performance data from an independent source

Name of Technology	
Past Project Installation #1	
Name of Company	
Address	
Contact	
Current Status	
Attach performance test data (minimum 6 months from independent entity)	
Estimated annual water savings (gallons/year) and include all assumptions	
Estimated annual water cost savings (\$/yr) and include all assumptions	
Estimated annual energy savings (e.g. kWh/year) and include all assumptions	
Estimated annual energy cost savings (\$/yr) and include all assumptions	
Identify any other cost savings or benefits	
Discuss project cost effectiveness (equipment costs versus annual cost savings)	
Discuss permitting or installation considerations (location, crop type, soil type, regulatory)	

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ATTACHMENT 4
Evidence of Market Potential Form

This form will document past project installations and performance. Please provide information on at least two past project installations with supporting performance data from an independent source

Past Project Installation #2	
Name of Company	
Address	
Contact	
Current Status	
Attach performance test data (minimum 6 months from independent entity)	
Estimated annual water savings (gallons/year) and include all assumptions	
Estimated annual water cost savings (\$/yr) and include all assumptions	
Estimated annual energy savings (e.g. kWh/year) and include all assumptions	
Estimated annual energy cost savings (\$/yr) and include all assumptions	
Identify any other cost savings or benefits	
Discuss project cost effectiveness (equipment costs versus annual cost savings)	
Discuss permitting or installation considerations (location, crop type, soil type, regulatory)	

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ATTACHMENT 6
Scope of Work Template
Name of Applicant/Recipient

Instructions for completing this Scope of Work appear in blue. Carefully read the instructions before completing each section. Delete the instructions after completing each section. Insert the name of the applicant/recipient where indicated above in blue.

I. TASK ACRONYM/TERM LISTS

A. Task List

- Insert task numbers and names that match those listed in Part IV (Technical Tasks) of the Scope of Work. Tasks 1, TBD-1, and TBD-2 are **mandatory**.
- Do not include subtask numbers or names.

Task #	CPR ¹	Task Name
1		General Project Tasks
2		Project Design and Site Preparation
3		Install Equipment
4		Verify Water, Energy and Greenhouse Gas Reductions

B. Acronym/Term List

Acronym/Term	Meaning
ARB	Air Resources Board
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
GGRF	Greenhouse Gas Reduction Fund
GHG	Greenhouse Gas
Recipient	[Insert Recipient's Name]
WET	Water Energy Technology

II. PURPOSE OF AGREEMENT, PROBLEM/SOLUTION STATEMENT, AND GOALS AND OBJECTIVES

A. Purpose of Agreement

The purpose of this Agreement is to fund innovative technologies that will result in greenhouse gas reductions, and direct on-site energy and water savings.

B. Problem/ Solution Statement

Problem

¹ Please see subtask 1.3 in Part III of the Scope of Work (General Project Tasks) for a description of Critical Project Review (CPR) Meetings.

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In response to California's ongoing drought, Governor Brown's Executive Order B-29-15 directed the first ever statewide mandatory water reductions. The Executive Order further directed the California Energy Commission to implement a statewide water energy technology (WET) program as part of its work to address the drought. As funding for the WET program comes from the California Climate Investments program. This program requires that all funded projects reduce greenhouse gas emissions and further the purposes of Assembly Bill 32 (Chapter 488, Statutes of 2006). The program also requires that benefits to disadvantaged communities be maximized. The WET program will advance the deployment of advanced technologies that will result in long lasting, on-site greenhouse gas reductions and result in direct water savings.

Solution

To accelerate the deployment of innovative water and energy saving technologies and reduce greenhouse gas emissions, the recipient's project meets the following requirements:

- Display significant greenhouse gas emission reductions and water savings.
- Demonstrate actual operation beyond the research and development stage.
- Document readiness for rapid, large-scale deployment (but not yet widely deployed) in California.

The Recipient will install the technology at the locations identified in Tasks 2 and 3 and report on the resulting greenhouse gas reductions and water savings in Task 4.

C. Goals and Objectives of the Agreement

Agreement Goals

The goals of this Agreement are to:

- Reduce greenhouse gas emissions,
- Reduce water use

Agreement Objectives

The objective of this Agreement is to accelerate the deployment of innovative greenhouse gas saving technologies that will also reduce water and energy use. Information and data from this project could result in more widespread usage of the technology and reduce future equipment and installation costs.

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III. TASK 1 GENERAL PROJECT TASKS

PRODUCTS

Subtask 1.1 Products

The goal of this subtask is to establish the requirements for submitting project products (e.g., reports, summaries, plans, and presentation materials). Unless otherwise specified by the Commission Agreement Manager (CAM), the Recipient must deliver products as required below by the dates listed in the **Project Schedule (Part V)**. Products that require a draft version are indicated by marking “**(draft and final)**” after the product name in the “Products” section of the task/subtask. If “(draft and final)” does not appear after the product name, only a final version of the product is required. With respect to due dates within this Scope of Work, “**days**” means working days.

The Recipient shall:

For products that require a draft version

- Submit all draft products to the CAM for review and comment in accordance with the Project Schedule (Part V). The CAM will provide written comments to the Recipient on the draft product within 15 days of receipt, unless otherwise specified in the task/subtask for which the product is required.
- Consider incorporating all CAM comments into the final product. If the Recipient disagrees with any comment, provide a written response explaining why the comment was not incorporated into the final product
- Submit the revised product and responses to the CAM within 10 days of notice by the CAM, unless the CAM specifies a longer time period, or approves a request for additional time.

For products that require a final version only

- Submit the product to the CAM for acceptance. The CAM may request minor revisions or explanations prior to acceptance.

For all products

- Submit all data and documents required as products in accordance with the following Instructions for Submitting Electronic Files and Developing Software:
 - **Electronic File Format**
Submit all data and documents required as products under this Agreement in an electronic file format that is fully editable and compatible with the Energy Commission’s software and Microsoft (MS)-operating computing platforms, or with any other format approved by the CAM. Deliver an electronic copy of the full text of any Agreement data and documents in a format specified by the CAM, such as memory stick or CD-ROM.

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The following describes the accepted formats for electronic data and documents provided to the Energy Commission as products under this Agreement, and establishes the software versions that will be required to review and approve all software products:

- Data sets will be in MS Access or MS Excel file format (version 2007 or later), or any other format approved by the CAM.
- Text documents will be in MS Word file format, version 2007 or later.
- Documents intended for public distribution will be in PDF file format. The Recipient must also provide the native Microsoft file format.
- Project management documents will be in Microsoft Project file format, version 2007 or later.

- **Software Application Development**
Use the following standard Application Architecture components in compatible versions for any software application development required by this Agreement (e.g., databases, models, modeling tools), unless the CAM approves other software applications such as open source programs:
 - Microsoft ASP.NET framework (version 3.5 and up). Recommend 4.0.
 - Microsoft Internet Information Services (IIS), (version 6 and up) Recommend 7.5.
 - Visual Studio.NET (version 2008 and up). Recommend 2010.
 - C# Programming Language with Presentation (UI), Business Object and Data Layers.
 - SQL (Structured Query Language).
 - Microsoft SQL Server 2008, Stored Procedures. Recommend 2008 R2.
 - Microsoft SQL Reporting Services. Recommend 2008 R2.
 - XML (external interfaces).

Any exceptions to the Electronic File Format requirements above must be approved in writing by the CAM. The CAM will consult with the Energy Commission's Information Technology Services Branch to determine whether the exceptions are allowable.

MEETINGS

Subtask 1.2 Kick-off Meeting

The goal of this subtask is to establish the lines of communication and procedures for implementing this Agreement.

The Recipient shall:

- Attend a "Kick-off" meeting with the CAM, the Commission Agreement Officer (CAO), and any other Energy Commission staff relevant to the Agreement. The Recipient will bring its Project Manager and any other individuals designated by the CAM to this

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meeting. The administrative and technical aspects of the Agreement will be discussed at the meeting. Prior to the meeting, the CAM will provide an agenda to all potential meeting participants. The meeting may take place in person or by electronic conferencing (e.g., WebEx), with approval of the CAM.

The administrative portion of the meeting will include discussion of the following:

- Terms and conditions of the Agreement;
- Administrative products (subtask 1.1);
- Any other relevant topics.

The technical portion of the meeting will include discussion of the following:

- The CAM's expectations for accomplishing tasks described in the Scope of Work;
 - An updated Project Schedule;
 - Technical products (subtask 1.1);
 - Progress reports and invoices (subtask 1.5);
 - Final Report (subtask 1.6);
 - Any other relevant topics.
- Provide an *Updated Project Schedule*, as needed to reflect any changes in the documents.

The CAM shall:

- Designate the date and location of the meeting.
- Send the Recipient a *Kick-off Meeting Agenda*.

Recipient Products:

- Updated Project Schedule (*if applicable*)

CAM Product:

Kick-off Meeting Agenda

REPORTS AND INVOICES

Subtask 1.3 Progress Reports and Invoices

The goals of this subtask are to: (1) periodically verify that satisfactory and continued progress is made towards achieving the project objectives of this Agreement; and (2) ensure that invoices contain all required information and are submitted in the appropriate format. The Energy Commission will only accept up to two invoices to be submitted.

The Recipient shall:

- Submit a *Progress Report* with each request for funding to the CAM. Each progress report must:
 - Summarize all Agreement activities conducted by the Recipient including project progress, accomplishments, problems, milestones, products, schedule, fiscal status, evidence of progress such as photographs, and assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns.

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- Submit no more than two invoices during the term of the agreement. Each *Invoice* must follow the instructions in the “Payment of Funds” section of the terms and conditions.
 - Invoice #1: To occur after the completion of Task 2 and can be up to 50 percent of the grant amount and include the equipment and labor expenses incurred up to the date of the invoice. The backup documentation must include the list of equipment purchased, and the unit and total cost paid.
 - Invoice #2: To occur after completion of Tasks 1.4, 3 and 4 and will be for the remaining project expenditures incurred up to the date of the invoice. The Energy Commission or its technical consultant may conduct a final site inspection prior to payment.

Products:

- Progress Reports
- Invoices (maximum of 2 requests)

Subtask 1.4 Final Report

The goal of this subtask is to prepare a comprehensive Final Report that describes the original purpose, approach, results, and conclusions of the work performed under this Agreement. When creating the Final Report, the Recipient must use a Style Manual provided by the CAM.

Subtask 1.4.1 Final Report

The Recipient shall:

- Prepare a *Final Report* for this Agreement in accordance with the Style Manual provided by the CAM and will include the following, at a minimum:
 - Project Description and location
 - Project budget and schedule
 - Estimated project benefits (GHG reductions and co-benefits)
 - Estimated benefits for disadvantaged communities
 - Actual project accomplishments, including benefits to disadvantaged communities, and co-benefits
 - Provide documentation to substantiate accomplishments
- Submit a draft of the report to the CAM for review and comment.
- Submit one bound copy of the Final Report to the CAM.

Products:

- Final Report (draft and final)

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TECHNICAL TASKS

*Products that require a draft version are indicated by marking “(draft and final)” after the product name in the “Products” section of the task/subtask. If “(draft and final)” does not appear after the product name, only a final version of the product is required. **Subtask 1.1 (Products)** describes the procedure for submitting products to the CAM.*

Examples:

TASK 2 Project Design and Site Preparation

The goal of this task is for the recipient to complete the engineering and project design and identify the site preparation needed to install the technology.

The Recipient shall:

- Provide a *Schematic and Design Drawings* of the project to include, but not limited to the location where the technology, and all related energy and water saving equipment is to be installed and their relationship in reducing greenhouse gas reductions.
- Provide a *Site Preparation Memo and Schedule* that identifies all the preparations needed to install the equipment and realize the greenhouse gas reductions and water savings from the project, including but not limited to, regulatory permits, construction and demolition requirements and approvals, how any installation issues will be addressed, and schedule for project installation and completion
- Provide a *List of Equipment and Explanation of Changes* to be purchased including cost and specifications and explain the reasons for any changes from Attachment 3 that was submitted with the application..
-

Products:

- Schematic Drawings (draft and final)
- Design Drawings (draft and final)
- Site Preparation Memo and Schedule (draft and final)
- List of Equipment and Explanation of Changes

TASK 3 Install Equipment

The goal of this task is for the recipient to install the equipment at designated site(s) identified in the application.

The Recipient shall:

- Install equipment as identified in Task 2
- Provide *Proof of Installation Memo* to include a summary of the installation and photos documenting installation.

Products:

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- Proof of Installation Memo

TASK 4 Verify Greenhouse Gas, Water and Energy Reductions and Co-Benefits

The goal of this task is for the recipient to verify the direct, on-site greenhouse gas reductions, water and energy savings and co-benefits associated with the installed project.

The Recipient shall:

- Prepare a *Quantification Methodology Memo* that discusses the methodology for quantifying GHG reductions, water and energy savings and co-benefits associated with the technology. Include assumptions, formulas, calculations and methodology links. The GHG reductions must be quantified using a methodology approved by ARB.
- Provide a *GHG Reduction, Water and Energy Savings and Co-Benefits Memo* using the approved quantification methodology and include the following at a minimum:
 - Provide Baseline GHG emissions and water and energy use prior to implementation of the technology. All usage must be based on direct, on-site usage. Embedded energy not occurring directly on-site cannot be used in the baseline GHG emission amount.
 - Provide direct on-site energy and water savings after at least three months of actual, full scale operation of the technology, beyond the shakedown period. Include all actual measurements and monitoring, assumptions, formulas, calculations used in determination of the direct water and energy savings.
 - Determine GHG reductions using approved quantification methodology. Include all assumptions, formulas, calculations used in determination of the direct water and energy savings
 - Determine co-benefits using approved quantification methodology. Include all assumptions, formulas and calculations used in quantifying benefits.
 - Extrapolate reductions and savings to an annual period and compare with the projected savings identified in Attachment 3 of the application.
 - Discuss reasons for exceeding or not meeting the reductions and savings in Attachment 3 of the application and potential future improvements.
 - Include Water and Energy Utility Bills and Other Usage Data showing water, and energy billings and usage for each month during the post-retrofit period to correlate with the actual savings referenced in the memo.

Products:

- Quantification Methodology Memo (draft and final)
- GHG Reduction, Water and Energy Savings and Co-Benefits Memo (draft and final)

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Exhibit A - Scope of Work

Name of Applicant/Recipient

V. PROJECT SCHEDULE

Agreement Term: M-D-YYYY to M-D-YYYY

Within this Scope of Work, "**days**" means working days. Changes to due dates must be approved in writing by the CAM, and may require approval by the Energy Commission's Executive Director or his/her designee.

Task/ Subtask #	Task/Subtask Name	Meeting Name	Product(s)	Due Date
1	General Project Tasks			
1.1	Products			
1.2	Kick-off Meeting	Kick-off Meeting		[CAM to insert date]
			Updated Project Schedule (if applicable)	7 days after determination of the need to update the documents
			CAM Product	
			Kick-off Meeting Agenda	7 days prior to the kick-off meeting
1.3	Progress Reports and Invoices		Progress Reports	with each payment request
			Invoices	Maximum of 2 payment requests
1.4	Final Report			
1.4.1	Final Report		Draft Final Report	[Insert date that is at least 4 months prior to the end of the Agreement term]
			Final Report	[Insert date that is at least 2 months prior to the end of the Agreement term]
Technical Tasks				
2	Project Design and Site Preparation		Schematic Drawings (draft)	[Insert date that is no more than 3 months after the kickoff meeting]
			Schematic Drawings (final)	
			Design Drawings (draft)	
			Design Drawings (final)	
			Site Preparation Memo (draft)	
			Site Preparation Memo (final)	
			List of Equipment & Explanation of Changes	
3	Install Equipment		Proof of Installation Memo	[Insert date that is no more than 6 months after the kickoff meeting]
4	Verify Water, Energy and Greenhouse Gas Reductions		Quantification Methodology Memo (draft)	[Insert date that is no more than 12 months after the kickoff meeting]
			Quantification Methodology Memo (final)	
			GHG Reduction, Water and Energy Savings and Co-Benefits Memo (draft)	
			GHG Reduction, Water and Energy Savings and Co-Benefits Memo (final)	

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ATTACHMENT 7

Project Budget

Complete the project budget to show the breakdown of cost for the proposed project. **One project budget form must be completed for each agricultural operation.**

Applicant Name:
 Name of Agricultural Operation:
 Location:

Equipment: *Defined as items having a per unit cost of at least \$5,000 and a useful life of at least 1 year. Equipment means any products, objects, machinery, apparatus, implements or tools purchased, used or constructed within the Project, including those products, objects, machinery, apparatus, implements or tools from which over thirty percent (30%) of the equipment is composed of Materials purchased for the Project. Items not meeting this definition should be included on the Materials section. **The equipment listed on this form must match those in the Equipment Specifications Form (Attachment ___).***

Item (Name, Make and Model #)	# of Units	Unit Cost	Total Cost		
			Energy Commission	Applicant	Total
Total Equipment Cost			\$ -	\$ -	\$ -

Materials *(Materials are items under the agreement that do not meet the definition of Equipment.)*

Name of Item	Total Cost		
	Energy Commission	Applicant	Total
Total Materials	\$ -	\$ -	\$ -

Contractor Labor Cost *(Compensation for individual contractor fees should be reasonable and consistent with fees in the marketplace for similar services)*

Name of Contractor/Subcontractor & Purpose	Total Cost		
	Energy Commission	Applicant	Total
Total Contractor Labor Cost	\$ -	\$ -	\$ -

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ATTACHMENT 8

Table 8-3: Greenhouse Gas Reduction and Co-Benefits Quantification Methodology

All applicants must explain how GHG reductions and co-benefits will be quantified, with links to methodology documents or estimation tools. All assumptions used in the quantification methodology must be clearly explained and must show that it is consistent with the ARB's approved methodology and requirements.¹

Greenhouse Gas Reduction

- A. Complete Table 8-1 to list all the potential GHG reductions to be achieved by the project. Ensure that all quantification is consistent with ARB's approved methodology and requirements

Table 8-1: Estimated GHG Reduction Summary

Source of GHG Reductions	Unit	Annual Savings	Annual GHG Reduction (metric tons of CO2 equivalent)	Estimated life of reductions (years)
Electric	kWh			
Natural gas	Therms			
Diesel	Gallons			
Gasoline	Gallons			
Biodiesel	Gallons			
Propane	Gallons			

- B. **Justification for all GHG Reductions listed in Table 1:** For each source of GHG reductions claimed in Table 1, explain how the GHG reductions were determined and quantified. Provide justification, calculations, references and links to independent test data to substantiate the savings and reductions. Ensure that the quantification methodology is consistent with that approved by ARB. An example table is provided at the end of this attachment to show the rigor needed to verify and document GHG reductions.

Project Co-Benefits

- A. **Project Co-Benefits:** Complete Table 8-2 for Co-benefits claimed. Examples of co-benefits include water savings, energy use reductions, cost savings, criteria air pollution reductions, water quality improvements, waste reduction, and amount of power generated from renewable energy sources. For each co-benefit identified in Table 2, explain the co-benefit and how it applies to the project and provide justification, calculations, references and links to independent test data to substantiate the co-benefits claimed.

¹ Air Resources Board, Funding Guidelines for Agencies that Administer California Climate Investments, Volume 2: Investments to Benefit Disadvantaged Communities, Appendix 2.A.—include correct citation when available

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ATTACHMENT 8

Table 8-3: Greenhouse Gas Reduction and Co-Benefits Quantification Methodology

Table 8-2 Summary of Project Co-Benefits

Co-Benefits	Unit	Annual Savings	Estimated life of benefit (years)
Water Savings	Gallons		
Energy use reductions	kWh		
Cost Savings	\$		
Criteria air pollutant reductions	Specify type and amount		
Water quality improvements	Specify what improvements and amount of increased water now available		
Recycled water	Specify amount		
Waste reduction			
Power generated from renewable energy sources			
Other: specify			

Quantification Methodology

ARB is required to develop quantification methods for agencies receiving Greenhouse Gas Reduction Fund (GGRF) appropriations per SB 862. Quantification methods are posted on ARB's auction proceeds website at <http://www.arb.ca.gov/auctionproceeds>.

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ATTACHMENT 9

Reference Form

References

Identify up to **three** references using the table below. Use additional pages as needed (**one page** maximum per reference). Please ensure that contact information is current.

Reference # __ of __ for <input type="checkbox"/> Applicant <input type="checkbox"/> Subcontractor <input type="checkbox"/> Other: specify:	
Name of Applicant/ Subcontractor or Other	
Name of Organization providing the referenced	
Address (city, state, and zip code)	
Contact Name and Title	
Contact Phone Number and Email Address	
Describe the services or products by the referenced firm provided.	

Reference # __ of __ for <input type="checkbox"/> Recipient	
Name of Recipient	
Name of Reference Firm/Organization	
Address (city, state, and zip code)	
Contact Name and Title	
Contact Phone Number and Email Address	
Describe the services or products the Recipient/ provided to the reference firm/organization.	

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Reference Form

Reference # ___ of ___ for <input type="checkbox"/> Recipient	
Name of Recipient	
Name of Reference Firm/Organization	
Address (city, state, and zip code)	
Contact Name and Title	
Contact Phone Number and Email Address	
Describe the services or products the Recipient/ provided to the reference firm/organization.	

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Contact List

Complete the information in the “Recipient” column.

California Energy Commission	Recipient
<p>Commission Agreement Manager:</p> <p>(TBD) California Energy Commission 1516 Ninth Street, MS-51 Sacramento, CA 95814 Phone: (916) 327-XXXX Fax: (916) 327-XXXX e-mail:</p>	<p>Project Manager:</p> <p>(Name) (Recipient’s Name) Address</p> <p>Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:</p>
<p>Commission Agreement Officer:</p> <p>(TBD) California Energy Commission 1516 Ninth Street, MS-1 Sacramento, CA 95814 Phone: (916) 654-XXXX Fax: (916) 654-XXXX e-mail:</p>	<p>Administrator:</p> <p>(Name) (Recipient’s Name) Address</p> <p>Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:</p>
<p>Accounting Officer:</p> <p>(TBD) California Energy Commission 1516 Ninth Street, MS-2 Sacramento, CA 95814 Phone: (916) 654-XXXX Fax: (916) 654-XXXX e-mail:</p>	<p>Accounting Officer:</p> <p>(Name) (Recipient’s Name) Address</p> <p>Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:</p>
<p>Legal Notices:</p> <p>Tatyana Yakshina Grants and Loans Manager 1516 9th Street, MS-1 Sacramento, CA 95814 Phone: (916) 654-4204 Fax: (916) 654-4076 e-mail: tatyana.yakshina@energy.ca.gov</p>	<p>Legal Notices:</p> <p>(Name) Address</p> <p>Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:</p>

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Contact List