

DOCKETED

Docket Number:	22-ERDD-01
Project Title:	Community Energy Resilience Investment Program
TN #:	253646-10
Document Title:	DRAFT_Attachment 09 - CERI Commitment and Support Letters Form
Description:	N/A
Filer:	Christina Cordero
Organization:	California Energy Commission
Submitter Role:	Commission Staff
Submission Date:	12/18/2023 12:14:45 PM
Docketed Date:	12/18/2023

ATTACHMENT 09 Commitment and Support Letters

A commitment letter commits an entity or individual to providing the service or funding described in the letter. A support letter details an entity or individual's support for the project.

1. Commitment Letters

- Applicants must submit a **match funding** commitment letter (if applicable) signed by a representative of each entity or individual that is committing to providing match funding. The letter must include all of the following:
 - a. Identification of the source(s) of the funds;
 - b. A justification of the dollar value claimed;
 - c. An unqualified (i.e., without reservation or limitation) commitment in the letter that guarantees the availability of the funds for the project; and
 - d. A strategy for replacing the funds if they are significantly reduced or lost.
- If the project involves **pilot testing, demonstration, or deployment** activities, the applicant must include a site commitment letter signed by an authorized representative of the proposed test, demonstration, or deployment site that unconditionally commits to providing the site for the proposed activities.
- All community-based organizations and/or Tribes identified in Attachment 06 must provide a commitment letter signed by an authorized representative that outlines their planned contribution. This letter should align with the budget and scope of work.
- **Project partners** that are making contributions other than match funding or a test, demonstration, or deployment site, and are not receiving Energy Commission funds, must submit a commitment letter signed by an authorized representative that: (1) identifies how the partner will contribute to the project; and (2) unconditionally commits to making the contribution.

2. Support Letters

Support letters from project stakeholders are not required but are encouraged. Support letters should: (1) describe the stakeholder's interest or involvement in the project; (2) indicate the extent to which the project has the support of the relevant industry and/or organizations; and (3) describe any support it intends (but does not necessarily commit) to provide for the project, such as funding or provision of a pilot test, demonstration, or deployment site. Support letters must be submitted with the application to be considered.

3. Cover Page

Use the chart below as a cover page for each letter. Limit letters to **two** pages, excluding the cover page.

Letter of Commitment/Support	# __ of __ for	[Insert Applicant's Name]
Type of Letter	<input type="checkbox"/> Commitment	<input type="checkbox"/> Support
Commitment Letter Subject Matter (select one or more as appropriate)	<input type="checkbox"/> Match Funding <input type="checkbox"/> Project Partner	<input type="checkbox"/> Pilot Test/Demonstration/ Deployment Site
Type of Match Funding (if applicable)	<input type="checkbox"/> Cash in hand <input type="checkbox"/> Equipment <input type="checkbox"/> Materials <input type="checkbox"/> Information technology services	<input type="checkbox"/> Travel <input type="checkbox"/> Subcontractor costs <input type="checkbox"/> Contractor/project partner in-kind labor costs <input type="checkbox"/> Advanced practice costs

ATTACHMENT 09
Commitment and Support Letters

Letter of Commitment/Support	# __ of __ for	[Insert Applicant's Name]
Author of Letter (name and title)		
Phone Number and Email Address of Author		
Address of Author (city, state, and zip code)		