



Policy Title	Community Clean Energy Grant Program Policy
Effective Date	2/22/2024

Community Clean Energy Grant Program Policy

A. PURPOSE

The purpose of this Community Clean Energy Grant Program Policy (“Policy”) is to provide authority to the San Diego Community Power (“SDCP”) Chief Executive Officer (“CEO”), or designee, to design and approve the Community Clean Energy Grant Program (“Program”) guidelines, implement the Program, develop and execute required contracts and grant agreements, and make minor modifications to the guidelines, where necessary.

B. PROGRAM GOALS

The Program aims to support local clean energy projects and programs that provide economic, environmental, and health benefits to SDCP’s communities. Program funded activities are expected to advance one or more of the following focus areas:

- Increasing overall energy literacy of SDCP customers.
- Energy focused educational programming that encourages clean energy use, particularly for youth.
- Improvements in indoor and/or outdoor air quality related to electrification.
- Workforce development opportunities that support careers in the clean energy industry.
- Improved energy resilience to ensure communities can avoid, prepare for, minimize, adapt to, and recover from energy disruptions.

C. PROGRAM STRUCTURE AND PROCESS

The following sections outline the overall Program structure and process. SDCP staff will inform the SDCP Board of Directors (“Board”) upon finalization of the detailed structure and process in a final Program guidelines document.

Eligibility

Applicants must be a nonprofit with 501(c)(3) public charity status serving SDCP customers. A 501(c)(3) public charity may serve as a fiscal sponsor for another applicant to administer the grant and provide required grant reporting.

Evaluation Committee

The CEO, or designee, will establish a committee to review and score grant applications based on the evaluation criteria outlined below. The committee will include SDCP staff



and may include staff from a program administrator, should one be hired to support SDCP staff in the administration of the Program, and Program partners.

Evaluation Criteria

The application evaluation criteria will be structured based on the categories outlined below. Application of the criteria will be articulated in the final Program guidelines. In the circumstance where applications have an equal evaluation score, the evaluation committee will prioritize selection of projects across a diversity of the program focus areas.

Criteria	Description
Funding Priority Alignment and Project Design	Project/program is designed to meet community needs while advancing one or more of the following focus areas: <ul style="list-style-type: none"> • Increasing overall energy literacy of SDCP customers. • Energy focused educational programming that encourages clean energy use, particularly for youth. • Improvements in indoor and/or outdoor air quality related to electrification. • Workforce development opportunities that support careers in the clean energy industry. • Improved energy resilience to ensure communities can avoid, prepare for, minimize, adapt to, and recover from energy disruptions.
Feasibility	Application demonstrates having the staffing capability, timing, partnerships, and applicable skills to successfully implement the project/program. Budget is within the allowable grant range and is reasonable for the project/program’s scope.
Communities Served	Project/program demonstrates a comprehensive understanding of the population to be served and focuses on Communities of Concern in SDCP’s service territory.
Impact and Growth	Project/program is impactful with the potential to be replicated and/or expanded to other communities in SDCP’s service territory.

Reporting Requirements

Contractors and grantees will provide final reports to SDCP summarizing project outcomes and other project metrics as defined in an executed contract or grant agreement with SDCP or the program administrator.

Timeline



Awarded funds will be expended by contractors and grantees no later than 24 months from award date, unless written authorization is provided by the CEO or designee to extend the deadline.

Compliance with Applicable Laws

Contractors and grantees will be required to comply with all applicable federal, state, and local laws, rules, and regulations, which may include provisions of the California Labor Code relating to the payment of prevailing wages and the performance of other requirements on certain public works and maintenance projects.

D. GRANT FUNDING

This Policy does not explicitly authorize procurement by SDCP as the related Program does not purchase a good or service, with the exception of a potential program administrator to support the distribution of grant funds. All Program-related expenditures will comply with the SDCP Board-approved procurement policy.

Individual grant or contract amounts shall not exceed 15% of total annual approved Program budget. Staff will inform the Board of any disbursements related to the Program.

E. TERRITORY

SDCP's service area.

F. AUTHORITY DELEGATION

This Policy authorizes the CEO, or designee, to design and approve the Program guidelines, implement the Program, develop and execute required contracts and grant agreements (in consultation with General Counsel), and make minor modifications to the guidelines, where necessary.

POLICY HISTORY

12/15/2022 (Original Approval of Community Grant Program Policy)