



<b>Policy Title</b>	Member Agency Grant Program Policy
<b>Effective Date</b>	Original: 8/24/2023

## **Member Agency Grant Program Policy**

### **A. PURPOSE**

The purpose of this Member Agency 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 Member Agency Grant Program (Program) guidelines, implement the Program, develop required contracts and grantmaking, and make minor modifications to the guidelines, where necessary.

### **B. GRANT PROGRAM GOALS**

The Program aims to support SDCP member agencies' climate action goals and initiatives such as projects or programs that promote clean energy, reduce carbon emissions, support climate equity, and advance local economic development.

### **C. GRANT PROGRAM STRUCTURE AND PROCESS**

The following sections outline the overall Program structure and process.

#### **Eligibility**

Applicants must be a current SDCP member agency.

#### **Grant Criteria**

Grants will be non-competitive and awarded dependent on the proposed projects' alignment with the Program goals. Grant funding will be provided directly to member agencies or via services including technical assistance and outreach and engagement. Services supported by grants may be coordinated by a program administrator.

#### **Grantee Reporting**

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

#### **Timeline**

Grant funds will be expended by grantees no later than 12 months from award date.

#### **Grantee Compliance**

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.

The total annual approved Program budget will be divided evenly among member agencies. Staff will inform the Board of any grant 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 required contracts and grantmaking, and make minor modifications to the guidelines, where necessary.