

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 02/13)

CALIFORNIA ENERGY COMMISSION

New Agreement ARV-13-012 (To be completed by CGL Office)

Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Brian Fauble	27	916-654-3974

Recipient's Legal Name	Federal ID Number
Redwood Coast Energy Authority	74-3104616

Title of Project
Northwest California Alternative Fuels Readiness Project

Term and Amount	Start Date	End Date	Amount
	4 / 01 / 2014	3 / 31 / 2016	\$ 300,000

Business Meeting Information
 ARFVTP agreements under \$75K delegated to Executive Director.

Proposed Business Meeting Date	3 / 12 / 2014	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Brian Fauble	Time Needed:	5 minutes

Please select one list serve. Altfuels (AB118- ARFVTP)

Agenda Item Subject and Description

Proposed resolution approving Agreement ARV-13-012 with Redwood Coast Energy Authority for a \$300,000 grant to develop a readiness plan in Humboldt County for the increased use of alternative fuel vehicles and infrastructure.

California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a "Project" under CEQA?
 Yes (skip to question 2) No (complete the following (PRC 21065 and 14 CCR 15378)):
 Explain why Agreement is not considered a "Project":
 Agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because it is to develop a plan.
2. If Agreement is considered a "Project" under CEQA:
 a) Agreement **IS** exempt. (Attach draft NOE)
 Statutory Exemption. List PRC and/or CCR section number: _____
 Categorical Exemption. List CCR section number: _____
 Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why Agreement is exempt under the above section: _____
- b) Agreement **IS NOT** exempt. (Consult with the legal office to determine next steps.)
 Check all that apply
 Initial Study Environmental Impact Report
 Negative Declaration Statement of Overriding Considerations
 Mitigated Negative Declaration

List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)

Legal Company Name:	Budget
Schatz Energy Research Center	\$ 155,100
Mendocino Council of Governments	\$ 16,750
Siskiyou County Economic Development Council	\$ 25,000

List all key partners: (attach additional sheets as necessary)

Legal Company Name:

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Budget Information			
Funding Source	Funding Year of Appropriation	Budget List No.	Amount
ARFVTF	2012-2013	601.118E	\$300,000
Funding Source			\$
R&D Program Area:	N/A	TOTAL:	\$300,000
Explanation for "Other" selection			
Reimbursement Contract #:		Federal Agreement #:	

Recipient's Administrator/ Officer				Recipient's Project Manager			
Name:	Matthew Marshall			Name:	Matthew Marshall		
Address:	633 3rd Street			Address:	633 3 rd Street		
City, State, Zip:	Eureka, CA 95501			City, State, Zip:	Eureka, CA 95501		
Phone:	707-269-1700	Fax:	707-269-1777	Phone:	707-269-1700	Fax:	707-269-1777
E-Mail:	mmarshall@redwoodenergy.com			E-Mail:	mmarshall@redwoodenergy.com		

Selection Process Used	
<input type="checkbox"/> Competitive Solicitation	Solicitation #: PON-13-603
<input checked="" type="checkbox"/> First Come First Served Solicitation	

The following items should be attached to this GRF		
1. Exhibit A, Scope of Work	<input checked="" type="checkbox"/>	Attached
2. Exhibit B, Budget Detail	<input checked="" type="checkbox"/>	Attached
3. CEC 105, Questionnaire for Identifying Conflicts	<input checked="" type="checkbox"/>	Attached
4. Recipient Resolution	<input type="checkbox"/> N/A	<input type="checkbox"/> Attached
5. CEQA Documentation	<input type="checkbox"/> N/A	<input type="checkbox"/> Attached

Agreement Manager_____
Date_____
Office Manager_____
Date_____
Deputy Director_____
Date

CEC-270 Continued

List of all subcontractors (major and minor) and equipment vendors (continued):

Legal Company Name	Budget
North Coast Unified Air Quality Management District	\$ 10,500

Exhibit A SCOPE OF WORK

TECHNICAL TASK LIST

Task #	CPR	Task Name
1		Administration
2	X	Alternative Fuels Readiness Plan Development

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1		<i>Schatz Energy Research Center</i>	
2		<i>Schatz Energy Research Center</i>	

GLOSSARY

Specific terms and acronyms used throughout this scope of work are defined as follows:

Term/ Acronym	Definition
AF	Alternative Fuel
AFEE	Alternative Fuel Excluding Electricity
AFI	Alternative Fuel Infrastructure
AFV	Alternative Fuel Vehicle
ARFVTP	Alternative and Renewable Vehicle and Technology Program
CAM	Commission Agreement Manager
CPR	Critical Project Review
FTD	Fuels and Transportation Division
LCFS	Low Carbon Fuel Standard
Plan	Alternative Fuel Readiness Plan
RCEA	Redwood Coast Energy Authority
SERC	Schatz Energy Research Center

BACKGROUND

Assembly Bill (AB) 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). The statute authorizes the California Energy Commission (Energy Commission) to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change policies. AB 8 (Perea, Chapter 401, Statutes of 2013) re-authorizes the ARFVTP through January 1, 2024, and specifies that the Energy Commission allocate up to \$20 million per year (or up to 20 percent of each fiscal year's funds) in funding for hydrogen station development until at least 100 stations are operational.

The ARFVTP has an annual budget of approximately \$100 million and provides financial support for projects that:

- Reduce California's use and dependence on petroleum transportation fuels and increase the use of alternative and renewable fuels and advanced vehicle technologies.
- Produce sustainable alternative and renewable low-carbon fuels in California.
- Expand alternative fueling infrastructure and fueling stations.
- Improve the efficiency, performance and market viability of alternative light-, medium-, and heavy-duty vehicle technologies.
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets to alternative technologies or fuel use.
- Expand the alternative fueling infrastructure available to existing fleets, public transit, and transportation corridors.
- Establish workforce training programs and conduct public outreach on the benefits of alternative transportation fuels and vehicle technologies.

The statute requires the Energy Commission to adopt and update annually an investment plan to determine funding priorities and opportunities and describe how program funding will be used to complement other public and private investments. The Energy Commission adopted its most recent investment plan on May 08, 2013. A link to the 2013-2014 Investment Plan Update for the Alternative and Renewable Fuel and Vehicle Technology Program (CEC-600-2012-008-CMF) can be found at <http://www.energy.ca.gov/2012publications/CEC-600-2012-008/CEC-600-2012-008-CMF.pdf>.

On August 12, 2013, the Energy Commission issued Solicitation PON-13-603 entitled "Alternative Fuel Readiness Plans" under the ARFVT Program. This grant solicitation provides funding to develop alternative fuel readiness plans that will provide strategies for the deployment of alternative fuel infrastructure and encourage the adoption of alternative fuel vehicles. In response to PON-13-603, the Recipient submitted application #6 which was proposed for funding in the Energy Commission's Notice of Proposed Awards on December 16, 2013, and is incorporated by reference in this Agreement in its entirety.

In the event of any conflict or inconsistency between the terms of the Solicitation and the terms of the Recipient's Application, the Solicitation shall control. In the event of any conflict or inconsistency between the Recipient's Application and the terms of Commission's Award, the Commission's Award shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Recipient's Application, the terms of this Agreement shall control.

Problem Statement:

The State of California has set ambitious goals to reduce greenhouse gas (GHG) emissions. However, the alternative fuel infrastructure (AFI) and markets necessary to achieve GHG reductions must be developed in a way that recognizes local and regional geography, as well as the opportunities and challenges of different alternative fuel (AF) pathways. In Northwest California, existing challenges include the lack of AF fuel infrastructure, knowledge gaps surrounding AF, regulatory hurdles, and AFI costs.

Public investment into regional and local planning is required to assist market adoption of alternative fuel vehicles (AFV) and increased usage of AF.

Goals of the Agreement:

The goal of this project is to create an alternative fuel readiness plan (Plan) through coordinated efforts in the Northwest Region. The Plan will include a strategic assessment of the challenges and opportunities for the adoption of alternative fuels and implementation of targeted outreach programs for fuels including hydrogen, biofuels, natural gas, and electricity.

Objectives of the Agreement:

The objectives of this Agreement are to:

- Produce the Plan for Northwest California.
- Assess the potential challenges and opportunities to AFI deployment.
- Develop training and outreach materials and strategies that coordinate and engage stakeholders.
- Promote and sustain AF usage.

TASK 1 ADMINISTRATION

Task 1.1 Attend Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement. The CAM shall designate the date and location of this meeting and provide an agenda to the Recipient prior to the meeting.

The Recipient shall:

- Attend a “Kick-Off” meeting with the Commission Agreement Manager, the Grants Officer, and a representative of the Accounting Office. The Recipient shall bring its Project Manager, Agreement Administrator, Accounting Officer, and others designated by the Commission Agreement Manager to this meeting.
- Discuss the following administrative and technical aspects of this Agreement:
 - Agreement Terms and Conditions
 - Critical Project Review (Task 1.2)
 - Match fund documentation (Task 1.6) No reimbursable work may be done until this documentation is in place.
 - Permit documentation (Task 1.7)
 - Subcontracts needed to carry out project (Task 1.8)
 - The CAM’s expectations for accomplishing tasks described in the Scope of Work
 - An updated Schedule of Products and Due Dates
 - Monthly Progress Reports (Task 1.4)
 - Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
 - Final Report (Task 1.5)

Recipient Products:

- Updated Schedule of Products
- Updated List of Match Funds
- Updated List of Permits

Commission Agreement Manager Product:

- Kick-Off Meeting Agenda

Task 1.2 Critical Project Review (CPR) Meetings

CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

A CPR is planned at the completion of Task 2.3 and other may be scheduled as needed.

Meeting participants include the CAM and the Recipient and may include the Commission Grants Officer, the Fuels and Transportation Division (FTD) lead, other Energy Commission staff and Management as well as other individuals selected by the CAM to provide support to the Energy Commission.

The CAM shall:

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the Energy Commission, but they may take place at another location.
- Send the Recipient the agenda and a list of expected participants in advance of each CPR. If applicable, the agenda shall include a discussion on both match funding and permits.
- Conduct and make a record of each CPR meeting. Prepare a schedule for providing the written determination described below.
- Determine whether to continue the project, and if continuing, whether or not modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment (please see section 8 of the Terms and Conditions). If the CAM concludes that satisfactory progress is not being made, this conclusion will be referred to the Lead Commissioner for Transportation for his or her concurrence.
- Provide the Recipient with a written determination in accordance with the schedule. The written response may include a requirement for the Recipient to revise one or more product(s) that were included in the CPR.

The Recipient shall:

- Prepare a CPR Report for each CPR that discusses the progress of the Agreement toward achieving its goals and objectives. This report shall include recommendations and conclusions regarding continued work of the projects. This report shall be submitted along with any other products identified in this scope of work. The Recipient shall submit these documents to the CAM and any other designated reviewers at least 15 working days in advance of each CPR meeting.
- Present the required information at each CPR meeting and participate in a discussion about the Agreement.

CAM Products:

- Agenda and a list of expected participants
- Schedule for written determination
- Written determination

Recipient Product:

- CPR Report(s)

Task 1.3 Final Meeting

The goal of this task is to closeout this Agreement.

The Recipient shall:

- Meet with Energy Commission staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.

This meeting will be attended by, at a minimum, the Recipient, the Commission Grants Office Officer, and the Commission Agreement Manager. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the Commission Agreement Manager.

The technical portion of the meeting shall present an assessment of the degree to which project and task goals and objectives were achieved, findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements. The Commission Agreement Manager will determine the appropriate meeting participants.

The administrative portion of the meeting shall be a discussion with the Commission Agreement Manager and the Grants Officer about the following Agreement closeout items:

- What to do with any equipment purchased with Energy Commission funds (options)
 - Energy Commission's request for specific "generated" data (not already provided in Agreement products)
 - Need to document Recipient's disclosure of "subject inventions" developed under the Agreement
 - "Surviving" Agreement provisions
 - Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

Products:

- Written documentation of meeting agreements
- Schedule for completing closeout activities

Task 1.4 Monthly Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget.

The objectives of this task are to summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, and to form the basis for determining whether invoices are consistent with work performed.

The Recipient shall:

- Prepare a Monthly Progress Report which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. Each progress report is due to the Commission Agreement Manager within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.
- In the first Monthly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

Product:

- Monthly Progress Reports

Task 1.5 Final Report

The goal of the Final Report is to assess the project's success in achieving the Agreement's goals and objectives, advancing science and technology, and providing energy-related and other benefits to California.

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, results, and advancements in science and technology; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the FTD project management processes.

The Final Report shall be a public document. If the Recipient has obtained confidential status from the Energy Commission and will be preparing a confidential version of the Final Report as well, the Recipient shall perform the following activities for both the public and confidential versions of the Final Report.

The Recipient shall:

- Prepare an Outline of the Final Report, if requested by the CAM.
- Prepare a Final Report following the latest version of the Final Report guidelines which will be provided by the CAM. The CAM shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit one bound copy of the Final Report with the final invoice.

Products:

- Outline of the Final Report, if requested
- Draft Final Report
- Final Report

Task 1.6 Identify and Obtain Matching Funds

The goal of this task is to ensure that the match funds planned for this Agreement are obtained for and applied to this Agreement during the term of this Agreement.

The costs to obtain and document match fund commitments are not reimbursable through this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient may utilize match funds for this task. Match funds shall be spent concurrently or in advance of Energy Commission funds for each task during the term of this Agreement. Match funds must be identified in writing and the associated commitments obtained before the Recipient can incur any costs for which the Recipient will request reimbursement.

The Recipient shall:

- Prepare a letter documenting the match funding committed to this Agreement and submit it to the Commission Agreement Manager at least 2 working days prior to the kick-off meeting. If no match funds were part of the proposal that led to the Energy Commission awarding this Agreement and none have been identified at the time this Agreement starts, then state such in the letter. If match funds were a part of the proposal that led to the Energy Commission awarding this Agreement, then provide in the letter a list of the match funds that identifies the:
 - Amount of each cash match fund, its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied.
 - Amount of each in-kind contribution, a description, documented market or book value, and its source, including a contact name, address and telephone number and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient shall identify its owner and provide a contact name, address and telephone number, and the address where the property is located.
- Provide a copy of the letter of commitment from an authorized representative of each source of cash match funding or in-kind contributions that these funds or contributions have been secured. For match funds provided by a grant a copy of the executed grant shall be submitted in place of a letter of commitment.
- Discuss match funds and the implications to the Agreement if they are reduced or not obtained as committed, at the kick-off meeting. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.

- Provide the appropriate information to the Commission Agreement Manager if during the course of the Agreement additional match funds are received.
- Notify the Commission Agreement Manager within 10 days if during the course of the Agreement existing match funds are reduced. Reduction in match funds must be approved through a formal amendment to the Agreement and may trigger an additional CPR meeting.

Products:

- A letter regarding match funds or stating that no match funds are provided
- Copy(ies) of each match fund commitment letter(s) (if applicable)
- Letter(s) for new match funds (if applicable)
- Letter that match funds were reduced (if applicable)

Task 1.7 Identify and Obtain Required Permits

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

The Recipient shall:

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the Commission Agreement Manager at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
 - A list of the permits that identifies the:
 - Type of permit
 - Name, address and telephone number of the permitting jurisdictions or lead agencies
 - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.

- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the Commission Agreement Manager.
- As permits are obtained, send a copy of each approved permit to the Commission Agreement Manager.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Agreement Manager within 5 working days. Either of these events may trigger an additional CPR.

Products:

- Letter documenting the permits or stating that no permits are required
- A copy of each approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)
- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)

Task 1.8 Obtain and Execute Subcontracts

The goal of this task is to ensure quality products and to procure subcontractors required to carry out the tasks under this Agreement consistent with the Agreement Terms and Conditions and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, and that the budgeted expenditures are reasonable and consistent with applicable cost principles.

The Recipient shall:

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the Commission Agreement Manager for review.
- Submit a final copy of the executed subcontract.
- If Recipient decides to add new subcontractors, then the Recipient shall notify the CAM.

Products:

- Draft subcontracts
- Final subcontracts

Task 2 TECHNICAL TASKS

TASK 2.1 Develop AFI AND DEPLOYMENT ASSESSMENT

The goal of this task is to assess the existing status and key issues of AFI and AFV.

The Recipient shall:

- Gather data relevant to Plan development, including but not limited to:
 - regional demographics and existing market research relating demographic attributes to demand for fuel, elasticity, adoption patterns, etc.;
 - travel demand characteristics for existing and forecasted transportation patterns over the study region;
 - technical and economic data on existing and projected Alternative Fuel Excluding Electricity (AFEE) infrastructure, major market players, and supply chain dynamics;
 - life-cycle carbon intensity data for various AF pathways;
 - incentive costs, challenges, and impacts identified in Task 2.2;
 - comparative analyses of conventional fuels and AF.
- Consolidate data into a comprehensive, spatially explicit database containing all technical and economic attributes of AF relevant to Plan development.
- Evaluate several AF types with the regional transportation emissions profile to the statewide Low Carbon Fuel Standard (LCFS).
- Evaluate the strengths and weaknesses of the AF portfolio alternatives by comparing:
 - AFI implementation costs;
 - environmental benefits;
 - strategic alignment with regional initiatives;
 - AFV costs;
 - fuel sales costs.
- Review available literature on AFEE infrastructure planning, permitting, deployment, maintenance, and inspection. Identify gaps in knowledge and issues requiring region-specific analysis.
- Communicate with existing AFI deployment projects within the State and develop a summary of their implementation experiences.
- Work with regional jurisdictions to identify existing planning, permitting, and inspection requirements for relevant AFEE.
- Summarize challenges, best practices, and mitigation measures.

Products:

- Spatially explicit AF database
- Summary of results from the AF portfolio analysis
- Summary of planning, permitting, and deployment recommendations of the regional jurisdictions

TASK 2.2 ANALYZE AF INCENTIVES

The goal of this task is to analyze existing and potential incentives for increased usage of AF in the region.

The Recipient shall:

- Conduct a review of existing and planned incentives for AF at the national, state, and local levels.
- Review innovative ideas found in the literature and consult with policy-makers and industry experts.
- Identify stakeholders with complementary incentives under existing programs related to air quality, soil contamination/brownfield remediation, and resilience/hazard mitigation.
- Identify and evaluate challenges to implementation of the incentives.
- Produce policy recommendations that lead to increased AF usage.

Products:

- Summary of findings and recommendations from the incentive analysis

TASK 2.3 DEVELOP STRATEGIC PLAN FOR AF MARKET DEVELOPMENT

[CPR will be held upon completion of this task as stated in Task 1.2]

The goal of this task is to develop a strategic plan to increase procurement and commercialization of AF in the region.

The Recipient shall:

- Form a stakeholder advisory group to inform the development of a strategic plan.
- Identify fuel distribution requirements and challenges for the region.
- Work with Harbor District to explore opportunities for biofuel R&D facilities.
- Determine key customer segments, analyze market potential, and develop AFEE purchase projections within the region.
- Work with local regulatory, permitting, and safety agencies to identify policies and procedures that can help promote AFEE.
- Use the results from Tasks 2.1 and 2.2 to develop long-term strategies and near-term implementation measures capable of moving the region toward statewide LCFS goals.
- Prepare a strategic plan that summarizes regional strengths and weaknesses, key market segments, strategic partnerships, alignment with statewide goals, recommended AFI development and policies, and proposed AF investments.

Products:

- A summary of key findings regarding strategies to increase the availability of and demand for AFEE in the region
- Strategic plan for AF market development in the Northwest Region

TASK 2.4 ASSESS AND DEVELOP AFEE TRAINING MATERIALS

The goal of this task is to develop an AFEE training class and training materials for fleet operators, planners, first responders, and decision-makers.

The Recipient shall:

- Assemble a task force to assess, develop, and review training curriculum, methods and materials.
- Obtain existing training materials from fleet operators, planners, first responders, and decision-makers.
- Identify challenges to AFEE vehicle operation for various fleets.
- Conduct at least one pilot training for the CAM on AFEE infrastructure development for fleet operators, planners, first responders, and/or decision-makers including materials developed for Task 2.5, as directed by CAM.
- Conduct the pilot consultation for at least one AFEE fleet operator to assess increased AFV fleet adoption, as directed by CAM.
- Assess the need for full regional workforce development training regarding AFVs and AFI.
- Make training materials publicly available.

Products:

- Course curriculum, training methods and materials, developed by Recipient
- Summary of key findings regarding the regional need for AFV/AFI training materials

TASK 2.5 COMMUNICATE AF BENEFITS

The goal of this task is to develop materials and strategies that communicate the benefits of AF to targeted groups and to assist alternative fuel wholesalers/retailers &/or others in the product chain, with the intent of increasing the availability of and demand for alternative fuels.

The Recipient shall:

- Conduct a market analysis and develop materials and strategies for AFEE that communicate the benefits of alternative fuel usage to targeted groups.
- Establish a group of relevant stakeholders within the fuel distribution sector: Alternative Fuel Distribution Working Group (AFDWG).
- Engage with relevant fuel distribution stakeholders regarding the benefits of AF adoption.
- Engage with existing petroleum distributors to explore opportunities for product diversification with AFEE.
- Develop a high-priority list of decision-makers and fleet operators that directly impact AF market development.
- Conduct outreach that engages with members of the high-priority decision-makers and fleet operators list.
- Work with local government to identify ways to attract AFEE wholesales/retailers.

- Conduct at least one regional AF symposium that presents trends, showcases viable technologies, and builds connections between suppliers and customers.
- Work with regional fleet operators to secure preliminary AFEE purchase commitments in order to demonstrate the potential for AFEE demand.

Products:

- Materials for regional education, outreach, and promotion of AFEE
- List of high-priority decision makers and fleet operators
- A summary of engagement activities with stakeholders in the fuel distribution sector
- Summary of outreach activities

TASK 2.6 ALTERNATIVE FUELS READINESS PLAN

The goal of this task is for the Recipient to create a complete, comprehensive, detailed Final Plan based on the summary results from Tasks 2.1 through 2.5.

The Recipient shall:

- Create outline of Draft Plan and send to the Energy Commission for approval.
- Create the Draft Plan with all the required elements and send to the Energy Commission.
- Cooperate with CAM in making the Draft Plan available for public review and comment, as directed by CAM.
- Cooperate with CAM in addressing comments to the Draft Plan received through the public review process, as directed by CAM.
- Present Final Plan to the RCEA board, as directed by CAM.
- Publish the approved Final Plan on RCEA website, as directed by CAM.

Products:

- Draft Readiness Plan
- Final Readiness Plan

STATE OF CALIFORNIA
STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION REGARDING: GRANT AWARD
to
Redwood Coast Energy Authority UNDER PON-13-603

WHEREAS the Redwood Coast Energy Authority (Authority) plans to create an alternative fuel readiness plan (Plan) through coordinated efforts in the Northwest Region; and

WHEREAS the plan will include a strategic assessment of the challenges and opportunities for the adoption of alternative fuels and implementation of targeted outreach programs for fuels including hydrogen, biofuels, natural gas, and electricity; and

WHEREAS encourage adoption of alternative fuel vehicles;

THEREFORE BE IT RESOLVED that the State Energy Resources Conservation and Development Commission (Energy Commission) determines that the proposed agreement is not a "Project" under CEQA per California Public Resources Code Section 21065.

BE IT FURTHER RESOLVED that Energy Commission approves **Grant Award # ARV-13-012** with the Authority, for **\$300,000**, with the accompanying grant agreement to create a Plan through coordinated efforts in the Northwest Region.

BE IT FURTHER RESOLVED that this document authorizes the Executive Director or his/her designee to execute the grant agreement on behalf of the Energy Commission.

CERTIFICATION

The undersigned Secretariat to the Commission does hereby certify that the foregoing is a full, true, and correct copy of a RESOLUTION duly and regularly adopted at a meeting of the California Energy Commission held on March 12, 2014.

AYE: [*List Commissioners*]

NAY: [*List Commissioners*]

ABSENT: [*List Commissioners*]

ABSTAIN: [*List Commissioners*]

*Harriet Kallemeyn,
Secretariat*