



CALIFORNIA ENERGY COMMISSION

Alternative Fuel Readiness Plans PON-13-603

Application Workshop
Alternative and Renewable Fuel and Vehicle Technology Program
August 23, 2013

Larry Rillera
Division of Fuels and Transportation



Agenda

- Introduction and Workshop Overview
- Background and Purpose of Solicitation
- Solicitation Overview
- Public Questions
- Adjourn



Background

- AB 118 (Núñez, Ch. 750, Stats. 2007), created the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP). AB 109 (Núñez, Ch. 313, Stats. 2008), authorizes the Energy Commission to fund projects that develop and deploy alternative and renewable fuels and advanced transportation technologies to help meet the state's goals for reducing greenhouse gas emissions and petroleum dependence.
- The Energy Commission has an annual program budget of approximately \$100 million to support projects.
- Energy Commission must prepare and adopt an Investment Plan for the ARFVTP to determine the funding priorities and opportunities and describe how program funding will be used to complement other public and private investments.



Purpose

- Alternative fuel readiness described in FY 2012-13 Investment Plan.
- Prepare California for commercialization of alternative transportation fuels in the marketplace.
- Expand alternative fueling infrastructure and deployment of alternative fuel vehicles.



Solicitation Overview

- First-come, first served grants
- Funding available: \$2,100,000
- Maximum funding: \$300,000
- Minimum funding: \$50,000
- Eligibility
- Application Requirements
- Application Evaluation
- Awards



Key Initial Activities and Action Dates

Solicitation Release	August 12, 2013
Application Workshop	August 23, 2013
Deadline for Initial Written Questions by 3:00 p.m.	August 26, 2013
Distribute Questions/Answers and Addenda	September 3, 2013
Deadline to Submit Applications by 3:00 p.m.	April 30, 2014
Anticipated Notice of Proposed Award Posting	September 13, 2013
Anticipated Commission Business Meeting Date	Various
Anticipated Agreement Start Date	Various



Eligible Applicants

- “This solicitation is open to California eligible public entities that can meet the requirements of this solicitation. For purposes of this solicitation, eligible public entities includes, but is not limited to, those entities that have a direct role in the development, planning, permitting, or oversight of alternative fuel infrastructure such as cities, counties, air, water, and fire districts, and regional planning entities.”
- “Every eligible public entity that applies under this solicitation must agree to the Terms and Conditions (Attachment 09, Exhibit C) and Special Terms and Conditions (Attachment 10, Exhibit D). The Energy Commission will not award agreements to non-complying public entities.”



Eligible Projects

Grants will be awarded for the development of Plans which must include all of the following activities:

- Analyze existing and potential incentives for increased usage of alternative fuels.
- Identify challenges and sharing best practices for planning, permitting, deployment, maintenance, and inspection of alternative fuel infrastructure.
- Develop training materials or classes for fleet operators, planners, first responders, and decision-makers regarding alternative fuel infrastructure development if no training materials are available.
- Develop strategies and best practices to increase procurement and commercialization of alternative fuels.



Eligible Projects (cont.)

- Develop marketing analysis, materials, and outreach strategies that communicate the benefits of alternative fuel usage to targeted groups such as fleet owners/operators.
- Develop strategies to assist alternative fuel wholesalers/retailers, with the intent of increasing the availability and/or reducing the cost of alternative fuels.

“To address the issues of diverse stakeholders associated with alternative fuel development and usage, the eligible public entity is encouraged to partner with applicable stakeholders to obtain input and feedback for the Applicant during the development of the Plans.”



Match Funding Requirements

- Minimum 20 percent (%) match share required.
- Amount(s) and source(s) are documented and verified.
- Cash or in-kind (non-cash) is allowed, documented.
- Funding from other non-state government agencies is allowed.



Applications

- Applicants may apply for only one grant agreement at a time under this solicitation.
- Applicant is responsible for the cost of developing an Application and this cost cannot be charged to the State.
- Eligible applicants may apply for additional funding after completion of a grant awarded under this solicitation, if the deadline for submitting proposals has not passed and funds remain available.
- Energy Commission will not reimburse for costs incurred before final execution of the grant agreement.



Application Format and Requirements

- Typed or printed, 11-point font, single-spaced, and a blank line between paragraphs.
- Pages numbered, sections titled, printed back-to-back.
- Copies bound by binder clips; tabs are encouraged.
- Binders, spiral bounding and comb bounding are discouraged.
- One (1) original and three (3) copies of the Application.
- Maximum 25 pages – Table of Contents, Narrative, Executive Summary, and Scope of Work.
- Match share letters, budget forms do not count toward 25 page maximum.
- Electronic copies on USB stick or CD ROM; files in Microsoft Word XP .doc and Excel Office Suite formats.



Application Elements

- Application Form (Attachment 01)
- Table of Contents
- Executive Summary
- Project Narrative
- Scope of Work (Attachment 02)
- Schedule of Products and Due Dates (Attachment 04)
- Budget (Attachment 05)
- Contacts List (Attachment 06)
- Letter(s) of Commitment
- CEQA Compliance Form (Attachment 07)
- ARVFTP Funding Restrictions Certification (Attachment 11)



Project Narrative Required Elements

- Provide a description of the project region, goals and objectives, and need for the Plan.
- Provide a clear statement of project's purpose, scope of work, and products/ outcomes.
- Provide a detailed discussion of each of the Technical Screening Criteria. Applications must respond directly to each Technical Screening criterion, with the headings as titled in Section IV, and provide sufficient detail so the Evaluation Screening Team will be able to evaluate the Application against each of the Technical Screening criteria.
- Describe project collaboration and coordination with applicable stakeholders.
- Provide budget information, including source(s) of match funding which must be a minimum of 20 percent of the total grant award.
- Include a discussion on previous or current alternative fuel readiness efforts.
- Include a discussion on any other significant factors that could enhance the value of the proposed project.



CEQA Compliance Information

- California Environmental Quality Act (CEQA) required per Public Resources Code Section 21000 et.seq. and must be complete prior to Energy Commission approval.
- Applicants must complete Attachment 07 and indicate if their project is a “project” under CEQA.
- Applicant is responsible for CEQA costs; the Energy Commission will not reimburse any applicant for CEQA costs.
- Energy Commission reserves right to cancel an award if a project cannot complete CEQA compliance within the stated deadline after the NOPA.
- See Attachment 07: Place to provide factual information and documentation related to CEQA.



Evaluation, Scoring, and Awarding Overview

- Applications will be screened on Pass/Fail Basis.
- All Applications will be evaluated under Administrative Screening Criteria.
- Eligible Applications will be evaluated under Technical Screening Criteria.
- Grounds to Reject an Application.
- Notice of Proposed Award



Screening Criteria

Administrative Screening Criteria:

- Application is received by the Energy Commission's Grants and Loans Office by the due date and time specified.
- Application Form is complete, and is signed by the Applicant.
- Match funding is at least 20 percent of the total grant award and is from non-state sources.
- Application is prepared in the mandatory format described.
- Budget forms are filled out completely.
- Application does not contain confidential information.
- Applicant agrees to the Terms and Conditions, to the Special Terms and Conditions, and to meet all requirements of the solicitation by signing the Application Form and not including any statement in the Application that acceptance is based on modifications to those terms and conditions or separate terms and conditions.



Screening Criteria (Cont.)

Technical Screening Criteria:

- Application identifies the project region to which planning will apply, describes the goals and objectives, and the need for the Plan.
- Application provides a clear statement of project's purpose, scope of work, and work products/outcomes.
- Application describes project collaboration/coordination with applicable stakeholders.
- Application discusses previous or current alternative fuel readiness efforts in the proposed project area.
- Application describes the approach to be conducted to analyze potential policies, incentives, and financing options that could be used to foster increased usage of alternative fuels.
- Application describes potential challenges and best practices for planning, permitting, deploying, maintaining, and inspecting of alternative fuel infrastructure.



Screening Criteria (Cont.)

- Application describes potential training materials or classes for fleet operators, planners, first responders, and decision-makers regarding alternative fuel infrastructure development.
- Application describes potential strategies and best practices to increase procurement and commercialization of alternative transportation fuels.
- Application describes approach to marketing analysis, materials, and outreach strategies that would communicate the benefits of alternative fuel usage to targeted groups such as fleet owners/operators.
- Application describes potential strategies to assist alternative fuel wholesalers/retailers to market alternative fuels.



Notice of Proposed Awards

- Awards announced through a Notice of Proposed Awards (NOPA).
- Energy Commission reserves the right to determine the final amount of funds awarded.
- If funds are insufficient to fund the next eligible grant, the Energy Commission reserves the right to provide partial funding (agreement on a reduced scope of work).
- Applicants that fail the screening process, may resubmit their application.
- Debriefings: Unsuccessful Applicants may request a debriefing after the release of the NOPA.



Administrative

- Applicant responsible for the cost of developing the application.
- No confidential information is accepted.
- Evaluation process is confidential. All applicant documents will become public records after NOPA or after evaluation is completed.
- The grant is not valid until the agreement is signed and approved by all parties.



Application Delivery and Deadline

- Label: “Program Opportunity Notice #PON-13-603” and include the title of the application
- Deliver in sealed package to the Energy Commission’s Contracts, Grants and Loans Office by mail, in person, or by courier.
- Applications accepted beginning August 12, 2013.
- Final Application Due Date: April 30, 2014



Questions

All initial questions are due August 26, 2013 by 3:00 pm

Please submit questions to:

Sandra.Cushman@energy.ca.gov

Fax No. (916) 654-4423

Attn: PON-13-603/Alternative Fuel Readiness Plans