



STATE OF CALIFORNIA

CONTRACT REQUEST FORM (CRF)

CEC-94 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

A) New Agreement # 600-20-002 (to be completed by CGL office)

B) Division	Agreement Manager:	MS-	Phone
600 Fuels and Transportation Division	Larry Rillera	6	916-651-6178

C) Contractor's Legal Name	Federal ID Number
Foundation for California Community Colleges	68-0412350

D) Title of Project
IDEAL Communities Partnership Project

E) Term and Amount

Start Date	End Date	Amount
10/14/2020	12/30/2022	\$ 300,000

F) Business Meeting Information

- ☐ Operational agreement (see CAM Manual for list) to be approved by Executive Director
- ☐ ARFVTP agreements \$75K and under delegated to Executive Director

Proposed Business Meeting Date 10/14/2020 ☐ Consent ☒ Discussion

Business Meeting Presenter Time Needed: 5 minutes

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

Agenda Item Subject and Description:

FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES. Proposed resolution approving Agreement 600-20-002 with the Foundation for California Community Colleges for a \$300,000 contract to develop and deliver an outreach and engagement plan and activities that will advance Clean Transportation Program policies and investments in disadvantaged and low-income communities and adopting staff's determination that this action is exempt from CEQA. (Clean Transportation Program Funding) Contact: Larry Rillera. (Staff presentation: 5 minutes)

G) 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

2. If Agreement is considered a "Project" under CEQA:

- a) ☒ Agreement **IS** exempt.
- ☐ Statutory Exemption. List PRC and/or CCR section number:
- ☒ Categorical Exemption. List CCR section number: Cal. Code Regs., tit. 14, § 15306
- ☒ Common Sense Exemption. 14 CCR 15061 (b) (3) Explain reason why Agreement is exempt under the above section:

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This Agreement funds a project that involves research and planning, basic data collection, and resource evaluation activities with a project goal of maximizing the benefits of the Energy Commission's Clean Transportation Program in disadvantaged and low-income communities.

Specifically, this Agreement funds a project that will: (1) conduct research and analysis through feedback from disadvantaged and low-income communities about community needs, interest, and priority areas regarding clean transportation; (2) conduct outreach and engagement both digitally and through in-person community events; (3) provide technical assistance to eligible community members and organizations to assist them in understanding, and applying for, funding opportunities for clean transportation projects; and (4) deploy community college student ambassadors to serve as liaisons to the communities to raise awareness about the opportunities and benefits of the Energy Commission's Clean Transportation Program that may be available to the communities. The project will involve some travel to the communities, workshops, and community events. The project does not involve any construction or installation activities.

The project funded by this Agreement is therefore categorically exempt from environmental review pursuant to CEQA Guidelines section 15306 as basic data collection, research and resource evaluation activities which will not result in a serious or major disturbance to an environmental resource and exempt under CEQA Guidelines section 15061(b)(3), the common sense exemption, because it can be seen with certainty that there is no possibility that the project may have a significant effect on the environment. Further, none of the exceptions to exemptions listed in CEQA Guidelines section 15300.2 apply to this project because there is no cumulative impact of successive projects, no unusual circumstances, no impacts to scenic resources, no hazardous waste involved in the project, and no impact to historical resources.

- b) ☐ Agreement **IS NOT** exempt. (consult with the legal office to determine next steps)

Check all that apply

- ☐ Initial Study
- ☐ Negative Declaration
- ☐ Mitigated Negative Declaration
- ☐ Environmental Impact Report
- ☐ Statement of Overriding Considerations



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

Legal Company Name:	Budget
	\$
	\$

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

Legal Company Name:

J) Budget Information

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
ARFVTP	19-20	600.118L	\$300,000
			\$

R&D Program Area: AFPO: Unit 6100

TOTAL:

\$300,000

Explanation for "Other" selection

Reimbursement Contract #: Federal Agreement #:

K) Contractor's Contact Information**1. Contractor's****Administrator/Officer**

Name: Keetha Mills

Address: 1102 Q Street, Ste. 4800

City, State, Zip: Sacramento, CA
95811

Phone: 916-498-6718

E-Mail: kmills@foundationccc.org

2. Contractor's Project Manager

Name: Leah Abate

Address: 1102 Q Street, Ste. 4800

City, State, Zip: Sacramento, CA
95811

Phone: 916-498-6767

E-Mail: labate@foundationccc.org

L) Selection Process Used

- ☐ Solicitation Select Type Solicitation #: # of Bids: Low Bid ☐ No ☐ Yes
- ☐ Non Competitive Bid (Attach DGS-GSPD-09-007 <https://www.dgs.ca.gov/PD/Forms>)
- ☒ Exempt- Foundation organized to support the Board of Governors of the CA Community Colleges, see State Contract Manual 3.06.A.6

M) Contractor Entity Type

- ☒ Private Company (including non-profits)
- ☐ CA State Agency (including UC and CSU)
- ☐ Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

N) Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?If yes, check appropriate box(es): ☐ SB ☐ MB ☐ DVBE**O) Civil Service Considerations**

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- ☐ Not Applicable (Agreement is with a CA State Entity or a membership/co-sponsorship)
- ☐ Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)
- ☒ The Services Contracted:
- ☐ are not available within civil service
 - ☒ cannot be performed satisfactorily by civil service employees
 - ☒ are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
- ☐ The Services are of such an:
- ☐ urgent
 - ☐ temporary, or
 - ☐ occasional nature
- that the delay to implement under civil service would frustrate their very purpose.

Justification:

The Foundation for California Community Colleges possesses particular expertise and experience, and has established networks, and an ability to access and leverage community college students and other resources particular to the community colleges, which are all indispensable to engage equity communities throughout the state. The California Energy Commission has limited in-house capacity to plan and conduct outreach and engagement actions for the Clean Transportation Program. The Foundation for California Community Colleges will provide new capacity building and establish relationships with equity communities that permit the program to increase its impact in advancing zero-emission vehicle technologies and reducing greenhouse gas emissions.

P) Payment Method

1. ☒ Reimbursement in arrears based on:
 - ☐ Itemized Monthly
 - ☒ Itemized Quarterly
 - ☐ Flat Rate
 - ☐ One-time
2. ☐ Advanced Payment
3. ☐ Other, explain:

Q) Retention

Is Agreement subject to retention? ☒ No ☐ Yes

If Yes, Will retention be released prior to Agreement termination? ☐ No ☐ Yes

R) Justification of Rates

The rates are in line with multiple similar agreements with the Employment Training Panel, California Community Colleges Chancellor's Office, and San Diego Community College District which are all program development contracts.

S) Disabled Veteran Business Enterprise Program (DVBE)

1. ☒ Exempt (Interagency/Other Government Entity) see 2 CCR 1896.70(i)
2. ☐ Meets DVBE Requirements DVBE Amount:\$ DVBE %:
 - a. ☐ Contractor is Certified DVBE
 - b. ☐ Contractor is Subcontracting with a DVBE:
3. ☐ Contractor selected through CMAS or MSA with no DVBE participation

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4. ☐ Requesting DVBE Exemption (attach CEC 95)

T) Miscellaneous Agreement Information

- | | | |
|---|--|---|
| 1. Will there be Work Authorizations? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 2. Is the Contractor providing confidential information? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 3. Is the contractor going to purchase equipment? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes |
| 4. Check frequency of progress reports | | |
| <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Other | | |
| 5. Will a final report be required? | <input type="checkbox"/> No | <input checked="" type="checkbox"/> Yes |
| 6. Is the Agreement, with amendments, longer than three years? If yes, why? | | |
| <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | | |

U) The following items should be attached to this CRF (as applicable)

- | | | |
|---|---|--|
| 1. Exhibit A, Scope of Work | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 2. Exhibit B, Budget Detail | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 3. DGS-GSPD-09-007, NCB Request | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 4. CEC 95, DVBE Exemption Request | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 5. CEQA Documentation | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 6. Resumes | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 7. CEC 105, Questionnaire for Identifying Conflicts | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |

Agreement Manager

Date

Office Manager

Date

Deputy Director

Date

Exhibit A
Scope of Work

TASK LIST

Task #	Task Name
1	Administration
2	Assessment
3	Outreach and Engagement Plan
4	Informational Materials and Resources
5	Technical Assistance
6	IDEAL Student Ambassadors
7	IDEAL Community Forum

ACRONYMS/GLOSSARY

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

Acronym	Definition
CEC	California Energy Commission
Contractor	Foundation for California Community Colleges
CTP	Clean Transportation Program
DAC	Disadvantaged Communities
Foundation	Foundation for California Community Colleges
IDEAL	Inclusion, Diversity, Equity, Access, and Local
Project	IDEAL Communities Partnership Project

BACKGROUND

Equity communities have historically received a disproportionate share of environmental and economic burdens. Public entities have tried to address this inequity through policy articulations, outreach and engagement, and focused programs and incentives.

The California Energy Commission (CEC) through the Clean Transportation Program (CTP) provides funding for various clean transportation projects. The CEC values funding opportunities that incorporate investments in disadvantaged and low-income communities. There is, however, a greater need to research and connect with equity communities in a way that identifies community needs, enhances communications, builds mutual capacity, and assists applicants to the CTP.

Approximately 2.2 million students attend 116 community colleges across the state. The California Community Colleges represents the largest public higher education system in the nation. Nearly 70% of enrolled students are of diverse ethnic backgrounds with most college campuses within or near disadvantaged and low-income communities. The Foundation for California Community Colleges (Foundation), as the official auxiliary non-profit to the California Community Colleges Chancellor's

Office, has built strong community relationships and increases access to resources that enhance quality of life for all.

The IDEAL Communities Partnership Project will research, plan, and build knowledge and connections between the CEC and equity communities in the area of clean transportation. Through activities and actions led by the Foundation, the CEC will leverage the Foundation's experience and networks that recognize community needs, engages communities in meaningful dialogue, and values community participation in the clean transportation economy.

GOAL

The goal of this agreement is to engage with equity communities, i.e. underrepresented, disadvantaged, or low-income communities, to understand their needs and maximize the benefits of the CTP to these communities.

OBJECTIVES

The objectives of this agreement are to effectively listen and understand equity communities, deploy student ambassadors, assist in identifying community-focused projects, provide technical assistance, and conduct a community forum for CTP leadership.

FORMAT/REPORTING REQUIREMENTS

Deliverables/Reports

When creating reports, the Contractor shall use and follow, unless otherwise instructed in writing by the Commission Agreement Manager (CAM), the latest version of the Consultant Reports Style Manual published on the Energy Commission's web site:

http://www.energy.ca.gov/contracts/consultant_reports/index.html

Each final deliverable shall be delivered as one original, reproducible, 8 ½" by 11", camera-ready master in black ink. Illustrations and graphs shall be sized to fit an 8 ½" by 11" page and readable if printed in black and white.

Electronic File Format

The Contractor shall deliver an electronic copy of the full text in a compatible version of Microsoft Word (.doc).

The following describes the accepted formats of electronic data and documents provided to the Energy Commission as contract deliverables and establishes the computer platforms, operating systems, and software versions that will be required to review and approve all software deliverables.

- Data sets shall be in Microsoft (MS) Access or MS Excel file format.
- PC-based text documents shall be in MS Word file format.
- Documents intended for public distribution shall be in PDF file format, with the native file format provided as well.

- Project management documents shall be in MS Project file format.

Software Application Development

If this scope of work includes any software application development, including but not limited to databases, websites, models, or modeling tools, contractor shall utilize the following standard

Application Architecture components in compatible versions:

- Microsoft ASP.NET framework (version 3.5 and up) Recommend 4.0
- Microsoft Internet Information Services (IIS), (version 6 and up) Recommend 7.5
- Visual Studio.NET (version 2008 and up) Recommend 2010
- C# Programming Language with Presentation (UI), Business Object and Data Layers
- SQL (Structured Query Language)
- Microsoft SQL Server 2008, Stored Procedures Recommend 2008 R2
- Microsoft SQL Reporting Services Recommend 2008 R2
- XML (external interfaces)

Any exceptions to the Software Application Development requirements above must be approved in writing by the Energy Commission Information Technology Services Branch.

ADMINISTRATIVE TASKS

TASK 1 – ADMINISTRATION

The goal of this task is to administer the project and manage project progress.

Task 1.1 – Kickoff Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

The Contractor shall:

- Schedule, coordinate, and lead a kick-off meeting between all parties within two weeks of execution of the contract to discuss expectations, scope of work, budget, timelines, and other items as determined by CEC and Foundation.

The CEC shall:

- Attend a kick-off meeting with the CAM, the Contracts Officer, and a representative of the Accounting Office. The meeting will be held in Sacramento, CA, or virtually, and the CAM will designate the specific location. The Contractor shall include their CTP Project Manager and necessary staff, Contracts Administrator, Accounting Officer, and others designated by the CAM in this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting.
- If necessary, prepare an updated Schedule of Deliverables based on the decisions made in the kick-off meeting.

Task 1.2 - Invoices

The Contractor shall:

- Prepare invoices for all reimbursable expenses incurred performing work under this Agreement in compliance with the Terms and Conditions of the Agreement. Contractor is encouraged to submit invoices no more frequently than quarterly. Invoices must be submitted to the Energy Commission's Accounting Office.

Deliverables:

- Invoices

Task 1.3 – Regular Project Management Meetings

The Contractor shall:

- Participate in regular project management meetings (in person or by telephone) with CEC to report on progress and overall status of the project and discuss pertinent items needed for execution of deliverables.
- Provide agendas to attendees prior to meetings and action items, thereafter, as deemed necessary by the CAM.

Deliverables:

- Regular Project Meetings

Task 1.4 – Quarterly Reports

The Contractor shall:

- Submit quarterly reports to the CAM (due within 10 business days after the beginning of each quarter's first business day) with information on project progress, status of tasks and components of the scope of work, and tasks to be completed the following quarter. The CAM will provide the format for the progress reports.

Deliverables:

- Quarterly Reports

Task 1.5 – Draft Final Report

The Contractor shall:

- Provide the CEC with a draft of a final report on all activities of the project. This report will include a summary of the project, final recommendations, and an overall conclusion. CEC staff will have time to review the draft final report and provide edits, comments, questions, etc. and return the document to Foundation staff.

Deliverables:

- Draft Final Report

Task 1.6 – Final Report**The Contractor shall:**

- Make necessary changes to the draft final report and submit a second draft, to be considered as the final report, to CEC staff at the conclusion of the project.
- Meet with CEC staff prior to the term end date of this agreement to discuss technical aspects of the Agreement closeout.

Deliverables:

- Final Report

Task 1.7 Critical Project Review (CPR) Meetings

CPRs provide the opportunity for frank discussions between the Energy Commission and the Contractor and will be scheduled by the CAM.

The CAM shall:

- Determine the location, date, and time of each CPR meeting with the Contractor. These meetings generally take place at the Energy Commission, but they may take place at another location.
- Send the Contractor 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, or budget, or both for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment. 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 Contractor 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 Contractor 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 the 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 Deliverables:

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

Contractor Deliverables:

- CPR Report(s)

TECHNICAL TASKS**TASK 2 – ASSESSMENT**

The goal of this task is to conduct an assessment of the CTP that will provide foundational information about public perception and community needs related to the CTP that will inform the development of Task 3.

The Contractor Shall:

- Conduct quantitative and qualitative research and analysis of specific regions of a representative sample of disadvantaged community members to gather feedback about clean transportation funding and new areas of investment; identify gaps and needed support for clean transportation workforce training, development, and job creation; and study past outreach challenges and successes. The research may include, and is not limited to, the following components:
 - Community Interest Survey – identify specific interests of each community group and align outreach strategies to resonate with community needs – offered in English and Spanish.
 - Workshops, Town Halls, and Focus Groups – create holistic collaborative environments and enthusiasm within communities.
 - Community Site Visits – incorporate personalized outreach for a hands-on and/or virtual approach with CEC community partners to aid in building trust.
 - High-level mapping of regional clean transportation supply chain – in collaboration with local companies and referencing reports by local economic development officials.
- Prepare and submit an *Assessment* of the research, including key findings.

Deliverables

- Assessment

TASK 3 – OUTREACH AND ENGAGEMENT PLAN

- The goal of this task is to develop an *Outreach and Engagement Plan* using information from Task 2 activities.

The Contractor Shall:

- Develop activities that support the goals of the CEC, support principles of equity, and incorporate best practices for reaching and engaging equity communities.
- Provide an *Outreach and Engagement Plan* with strategies, descriptions of program

components, a detailed project plan, and an estimated cost for implementing the *Outreach and Engagement Plan*. The *Outreach and Engagement Plan* may include, and is not limited to, the following:

- Identification of specific target audiences and strategies to reach disadvantaged and low-income communities in different regions of the State, including those that are presently not- or under-engaged with the CTP, and approaches to scale up the efforts to reach a greater number of disadvantaged and low-income communities.
- Partnership and collaboration with Title I High Schools, Electric School Bus Training Project, California Air Resources Board (CARB) AB 617 Community Air Grants, community college automotive/environmental programs, CARB's One-Stop-Shop Pilot Project, CEC CivicSpark Fellows, and CEC Advisory Committee for the CTP.
- Suggested outreach channels and materials in line with CEC's target audiences and goals.
- Timeline for the completion of the applicable *Outreach and Engagement Plan* components, contract deliverables, and due dates.
- Engagement of program messengers to build partnerships and awareness (e.g. quarterly newsletter, success stories, and webinars).
- Strategies to leverage the California Community Colleges network, including those colleges engaged in CEC workforce development programs.
- Student engagement strategies such as the IDEAL Student Ambassador Program.
- Leveraging of existing connections to California Climate Investments programs to facilitate conversations between the two networks for potential collaboration.

Deliverables:

- Outreach and Engagement Plan

TASK 4 - INFORMATIONAL MATERIALS AND RESOURCES

The goals of this task are to develop informational materials and resources that support and effectuate implementation of the *Outreach and Engagement Plan* and to evaluate potential integration with CARB's One-Stop-Shop Pilot Project.

The Contractor Shall:

- Develop and design informational materials and resources that may be distributed both electronically and in print. All proposed materials are designed to consider audience, tone, and distribution channels. Initial design concept development will convey the CTP housed under CEC via stock photography and a design that shows the program as independent yet interconnected to help California reach its goals in an equitable manner. The imagery will depict participants engaging in and benefitting from the program.
- Make all materials available in community preference languages. Materials may include, and are not limited to:
 - Program materials such as Frequently Asked Questions (FAQs) and one-pagers
 - Audience specific factsheets

- Community interest survey
- Seek and receive written approval from the CAM on draft materials prior to final production of designs and/or products.
- Provide all outreach and engagement materials in the original and specific electronic format in which the materials were prepared.
- Evaluate current CTP web presence and provide suggestions for content and structure to improve web presence and promote the CTP to intended equity audiences.
- Develop an outreach toolkit including set of materials that provide best practices for conducting effective outreach of the CTP such as internal talking points and fact sheets.
- Meet with CAM and CARB staff to understand potential integration with CARB's One-Stop-Shop Pilot Project.

Deliverables:

- Outreach and Engagement Materials

TASK 5 – TECHNICAL ASSISTANCE

The goal of this task is to provide technical assistance to eligible organizations, entities, or individuals residing in equity communities in order to increase the diversity of applicants for CTP solicitations, incentives, and funding opportunities.

The Contractor Shall:

- Work with the CAM to research and develop draft criteria for eligibility for technical assistance. The CAM shall have final approval authority of all criteria.
- Support equity communities and stakeholders in applying for funding under the CTP.
- Work with the CEC staff and the CAM to leverage the CEC's Empower Innovation tool.
- Assist in the preparation of applications for funding to those that live in equity communities, including eligibility of potential applicants.
- Work alongside applicants to develop application responses, support applicants' coordination, and assess project readiness.
- Include updates on these tasks' activities within the Quarterly Report.

NOTE: In addition to any other prohibitions described in other exhibits to this Agreement, if the Contractor provides any technical assistance as described in Task 5 to an entity, the Contractor shall be prohibited from entering into any other agreement or working relationship with the entity in which the Contractor receives payment from the entity, until the term of this Agreement has ended.

Deliverables:

- Updates on Task 5 activities (included in Quarterly Reports)

TASK 6 – IDEAL STUDENT AMBASSADORS

The goal of this task is to develop and implement the IDEAL Student Ambassador Program to advance the goals of the CTP through equity, environmental, and clean transportation awareness while gaining professional experience in outreach, community engagement, and building local capacity.

Task 6.1 – Outreach

The Contractor Shall:

- Recruit and train up to 8 (eight) IDEAL Student Ambassadors to serve as community liaisons to raise awareness about the CEC and the CTP. The IDEAL Student Ambassadors will be from community colleges in the following areas: Imperial Valley, Inland Empire, Central Coast, San Joaquin Valley, the far northern portions of the state, or other rural communities within the state.
- Direct IDEAL Student Ambassadors to educate students, faculty, and the local community members about the CTP and how funding under the CTP can benefit local households, neighborhoods, and the environment.
- Create community profiles within the specified regions of the IDEAL Student Ambassadors.
- Prepare *Community and Student Profiles* and report on activities conducted and include in Quarterly Reports.

Deliverables:

- Community and Student Profiles
- Updates on Task 6.1 activities (included in Quarterly Reports)

Task 6.2 – Community Feedback

The Contractor Shall:

- Solicit community feedback about areas of priority for CEC investment through a Community Interest Survey conducted by the IDEAL Student Ambassadors.
- Coordinate IDEAL Student Ambassadors to serve as the voices of their communities through discussions with government officials, community-based organizations, community members, and other stakeholders.
- Prepare and submit a Community Feedback Report that includes an analysis of community feedback, Community Interest Survey analyses, and project profiles created by the IDEAL Student Ambassadors.

Deliverables:

- Community Feedback Report

TASK 7 – IDEAL COMMUNITY FORUM

The goal of this task is to coordinate a joint event between the CEC, the Foundation, IDEAL Student Ambassadors, and community members that will serve as a project capstone and a platform for recommendations on future actions.

The Contractor Shall:

- Organize and conduct an IDEAL Community Forum to serve as a collaborative project close-out, where all parties involved will gather to discuss how the CEC can further improve its engagement with community stakeholders.
- Provide a summary of the project that identifies and documents potential impactful projects that meet community needs, shares best practices, identifies lessons learned, and provides recommendations for future actions and partnerships. This shall be included as part of the Draft Final Report and Final Report.
- Work with the CAM to determine when and where the IDEAL Community Forum may be held to maximize IDEAL Student Ambassador participation and equity community attendance.
- Document the activities of the IDEAL Community Forum.

Deliverables:

- Summary of the project (included in Draft Final Report and Final Report)
- Documentation of IDEAL Community Forum

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES

RESOLVED, that the State Energy Resources Conservation and Development Commission (CEC) adopts the staff CEQA findings contained in the Agreement or Amendment Request Form (as applicable); and

RESOLVED, that the CEC approves Agreement 600-20-002 with the Foundation for California Community Colleges for a \$300,000 contract to develop and deliver an outreach and engagement plan and activities that will advance Clean Transportation Program policies and investments in disadvantaged and low-income communities; and

FURTHER BE IT RESOLVED, that the Executive Director or his/her designee shall execute the same on behalf of the CEC.

CERTIFICATION

The undersigned Secretariat to the CEC 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 CEC held on October 14, 2020.

AYE:

NAY:

ABSENT:

ABSTAIN:

Cody Goldthrite
Secretariat