



STATE OF CALIFORNIA

GRANT AMENDMENT REQUEST FORM (GARF)

CEC-277 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

Original Agreement # EPC-16-015 Amendment # 3

Division	Agreement Manager:	MS-	Phone
ERDD	Michael Ferreira	51	510-364-8808

Recipient's Legal Name	Federal ID #
Los Angeles Cleantech Incubator	45-4998717

Revisions: (check all that apply)	Additional Requirements
<input checked="" type="checkbox"/> Term Extension New End Date: 3/31/2026	Include revised schedule and complete items A, B, C, & F below.
<input checked="" type="checkbox"/> Budget Augmentation Amendment Amount: \$ 4,999,247	Include revised budget and complete items A, B, C, D, & F below.
<input type="checkbox"/> Budget Reallocation	Include revised budget and complete items A, B, C, & F below.
<input type="checkbox"/> Scope of Work Revision	Include revised scope of work and complete items A, B, C, E, & F below.
<input type="checkbox"/> Change in Project Location or Demonstration Site	Include revised scope of work and complete items A, B, C, E, & F below.
<input type="checkbox"/> Novation/Name Change of Prime Recipient	Include novation documentation and complete items A, B, C, & F below.
<input type="checkbox"/> Terms and Conditions Modification	Include applicable exhibits with bold/underline/ strikeout and complete items A, B, C, & F below.

A) Business Meeting Information**Business Meeting approval is not required for the following types of Agreements:**☐ Minor amendments delegated to Executive Director per December 2013 ResolutionProposed Business Meeting Date 6/9/2021 ☐ Consent ☒ Discussion

Business Meeting Presenter Michael Ferreira Time Needed: 5 minutes

Please select one list serve. EPIC (Electric Program Investment Charge)

Agenda Item Subject and Description:

Los Angeles Cleantech Incubator. Proposed resolution approving Amendment 3 to Agreement EPC-16-015 with the Los Angeles Cleantech Incubator to augment the budget with \$4,999,247, update the Scope of Work, extend the agreement term by five years, and adopting staff's determination that this project is exempt from CEQA. This amendment will build on the success of the initial funding award that established the Los Angeles Regional Energy Innovation Cluster program, and will continue and expand the commercialization support services provided by the cluster program to clean energy entrepreneurs in Orange, Los Angeles, Santa Barbara and Ventura Counties. . Under the Los Angeles Regional Energy Innovation Cluster program, the Los Angeles Cleantech Incubator and its partners will continue to provide and coordinate key services, assistance, resources, and infrastructure



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needed by entrepreneurs and researchers developing breakthrough technologies that are essential to meeting the goals of Senate Bill (SB) 100 (De León, Chapter 312, Statutes of 2018) including energy efficiency, energy storage, transportation electrification and renewable generation (EPIC funding) Contact: Michael Ferreira.

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

Legal Company Name:	Budget
California State University, Dominguez Hills	\$ 19,751
California State University, Long Beach Research Foundation	\$ 4,704
The University Corporation, California State University, Northridge	\$ 40,000
Community Environmental Council	\$ 450,000
California Institute of Technology, on behalf of the Resnick Sustainability Institute for the CalTech Rocket Fund	\$ 99,000
Sustain OC Foundation	\$ 192,500
Politico LLC	\$ 106,050
SurveyMonkey, Inc.	\$ 75,000
NewsData LLC	\$ 7,625
PitchBook Data, Inc.	\$ 210,834

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

Legal Company Name:

D) Budget Information (only include amendment amount information)

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
EPIC	20-21	301.001H	\$4,999,247
			\$
			\$
			\$
			\$
			\$

R&D Program Area: EDMFO: EDMF

TOTAL: \$ 4,999,247

Explanation for "Other" selection

Federal Agreement #:

1. **California Environmental Quality Act (CEQA) Compliance** Is Agreement considered a "Project" under CEQA?

☐ Yes (skip to question 2)☐ No (complete the following (PRC 21065 and 14 CCR 15378)):

**GRANT AMENDMENT REQUEST FORM (GARF)**

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, § 15301
- ☐ Common Sense Exemption. 14 CCR 15061 (b) (3)

Explain reason why Agreement is exempt under the above section:

The Energy Commission made CEQA findings pertaining to this grant, including that it is exempt under CEQA, when it approved grant EPC-16-015 at a Business Meeting on 8/10/2016. The work is exempt from CEQA under California Code of Regulations, title 14, section 15301. This amendment will continue and expand the commercialization support services provided by the Los Angeles Regional Energy Innovation Cluster program to clean energy entrepreneurs. The activities consist of the operation of existing public and private facilities involving negligible or no expansion of use beyond that existing. The amendment will not result in any impact to the environment beyond those already considered when this grant was originally approved, and do not change the applicability of the categorical exemption under 14 C.C.R. § 15301.

- 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

E) The following items should be attached to this GARF (as applicable)

- | | | |
|---|---|--|
| 1. Exhibit A, Scope of Work/Schedule | <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. CEQA Documentation | <input type="checkbox"/> N/A | <input checked="" type="checkbox"/> Attached |
| 4. Novation Documentation | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 5. CEC 105, Questionnaire for Identifying Conflicts | | <input checked="" type="checkbox"/> Attached |



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CALIFORNIA ENERGY COMMISSION

Agreement Manager

Date

Office Manager

Date

Deputy Director

Date

Prime Recipient: Los Angeles Cleantech Incubator**Project Title:** Los Angeles Regional Energy Innovation Cluster

Subcontractor Company Name	Budget
Foundersuite, Inc.	\$87,000
Udemy, Inc.	\$39,078
Ahmed Mirza	\$12,500
Los Angeles County Office of Sustainability	\$0 (match only)
Build Momentum (d.b.a Momentum)	\$10,900
Prosper Sustainably LLC	\$11,385
Sheppard Consulting Group LLC	\$3,700
Southern California Edison Company	\$0 (match only)
Sustainable Law Group	\$3,000
The Regents of the University of California, on behalf of the Los Angeles Campus (UCLA Luskin Center for Innovation)	\$55,000
TBD - Spring User Interface Workshop	\$5,000
TBD - User Interface Curriculum	\$27,515
TBD CRM System	\$150,000
TBD1	\$115,501
TBD Energy Program Development	\$44,000
California State University, Office of the Chancellor, on behalf of the Water Resources and Policy Initiatives	\$0 (match only)

Exhibit A Scope of Work Los Angeles Cleantech Incubator

I. TASK ACRONYM/TERM LISTS

A. Task List

Task #	CPR ¹	Task Name
1		General Project Tasks
2	x	Assessing and Addressing the Regional Cleantech Market Landscape
3		Los Angeles Regional Energy Innovation Cluster Outreach, Education, and Intake
4		Support and Accelerate Clean Energy Los Angeles Regional Energy Innovation Cluster Members
5		SEED, Accelerator and Incubator Match-Making
6		Evaluation of Project Benefits
7		Technology/Knowledge Transfer Activities

B. Acronym/Term List

Acronym/Term	Meaning
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CEC	California Energy Commission
CMPL	Cleantech Market and Policy Landscape
CPR	Critical Project Review
EPIC	Electric Program Investment Charge
G&O	Gaps and Opportunities
GHG	Greenhouse Gas
IOU	Investor Owned Utility
LACI	Los Angeles Cleantech Incubator
LA REIC	Los Angeles Regional Energy Innovation Cluster
SEED	Sustainable Energy Entrepreneur Development
SEED-TAC	Sustainable Energy Entrepreneur Development Technical Advisory Committee
TAC	Technical Advisory Committee
TRC	Technical Review Committee

¹ Please see subtask 1.3 in Part III of the Scope of Work (General Project Tasks) for a description of Critical Project Review (CPR) Meetings.

Exhibit A

Scope of Work

Los Angeles Cleantech Incubator

II. PURPOSE OF AGREEMENT, PROBLEM/SOLUTION STATEMENT, AND GOALS AND OBJECTIVES

A. Purpose of Agreement

The purpose of this Agreement is to continue supporting the Los Angeles Regional Energy Innovation Cluster (LA REIC), which manages regional energy cluster activities, including: (1) regional energy needs assessments and (2) supporting and accelerating clean energy entrepreneurship and research to the benefit of investor owned utility (IOU) ratepayers. LA REIC will continue to provide and coordinate key services, assistance, resources, and infrastructure needed by entrepreneurs and researchers in the region to successfully bring to market energy innovations that can benefit IOU electric ratepayers and help the state meet its clean energy policy goals ahead of schedule.

B. Problem/ Solution Statement

Problem

Research and commercialization of clean energy technologies is a very costly and lengthy process. The clean energy marketplace is growing, with highly localized and rapidly changing techno-economic dynamics, in addition to recent major local, state, and national legislative and policy shifts in the energy sector.

Additionally, clean energy entrepreneurs face unique business and technical barriers to commercialization, ranging from a limited understanding of their target customers' needs to laboratory or pilot facility access. Navigating the complex clean energy ecosystem can be daunting for clean energy entrepreneurs and occasionally impossible. Although there is significant clean energy technology discovery in the Los Angeles region, the region's clean energy entrepreneurs struggle to bring their technologies to market.

Without continued support for LACI's regional programs, clean energy entrepreneurs may either lack the resources to succeed, and/or seek to develop in other regions on the country with more robust resources or be strictly reliant on direct business, investor or university accelerator programs. Moreover, it is likely that the Entrepreneurial Innovation Ecosystem would see a decline in the number of clean energy entrepreneurs able to bridge the "Valley of Death" from initial product and technology development to scaling and revenue generating customer sales.

Solution

To ensure breakthrough technologies enter the market that address gaps in the marketplace to achieve the State's energy goals and statutes, the Los Angeles Cleantech Incubator (hereafter referred to as "LACI" or "Recipient"), will continue the Innovators Program—the light-touch network access program to plug early-stage energy entrepreneurs into the California ecosystem—to help ladder up startups by expanding its other startup programs: Core Incubation (Seed to Series A); and Market Access (Series A+). Continued support will allow LACI to assist early-stage startups and also serve clean energy mid-stage startups as they seek critical partner introductions, validate their technology, and attract private investment.

LACI will convene regional clean energy stakeholders to identify gaps in policy, technology, and business models that need to be addressed. Specifically, LACI will prioritize unlocking technology

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breakthroughs for a reliable and secure 100 percent clean energy grid through distributed energy technologies and smart grid technologies. LACI's stakeholders convenings will also address how the Greater Los Angeles region can utilize these technologies to develop an equitable and inclusive clean energy transition.

The project team will continue to bring together the region's key clean energy stakeholders across four counties, (Los Angeles, Orange, Santa Barbara, and Ventura) which form the Los Angeles region's clean energy cluster. The Los Angeles Cleantech Incubator acts as the central coordinating organization, researching and documenting the region's energy needs, and developing an outreach and commercialization support program for clean energy entrepreneurs. The project will continue to use the cluster-driven economic development approach to accelerate innovation, job creation, and time-to-market for new products.

C. Goals and Objectives of the Agreement

Agreement Goals

The goals of this Agreement are to support and accelerate:

- Entrepreneurs' access to resources to help commercialize their new clean energy innovations and products.
- The Los Angeles region's fulfillment of California's statutory energy goals.
 - The development and commercialization of clean energy technologies – through targeted clean energy entrepreneurship support – that can overcome the region's barriers to achieving the state's statutory energy goals.
- Ratepayer Benefits:² This Agreement will result in the ratepayer benefits of lower costs and increased reliability by accelerating the time to market of new clean energy technologies. The project plans to attain these outcomes by supporting successful development and commercialization of clean energy technologies leading to: lowered customer energy usage intensity, increased electricity grid reliability, and grid safety by reducing the electricity demand stresses on the system at a given economic output; and a healthier environment by mitigating climate impacts through greenhouse gas (GHG) emission reductions.
- Technological Advancement and Breakthroughs:³ This Agreement will lead to technological advancement and breakthroughs to overcome barriers to the achievement of the State of California's statutory energy goals helping clean energy entrepreneurs overcome the business and technical barriers to commercializing their new clean energy technologies. In addition, the clean energy technologies supported by the LA REIC will be selected based on the regional energy market needs. Finally, the LA REIC will engage a

² California Public Resources Code, Section 25711.5(a) requires projects funded by the Electric Program Investment Charge (EPIC) to result in ratepayer benefits. The California Public Utilities Commission, which established the EPIC in 2011, defines ratepayer benefits as greater reliability, lower costs, and increased safety (See CPUC "Phase 2" Decision 12-05-037 at page 19, May 24, 2012, http://docs.cpuc.ca.gov/PublishedDocs/WORD_PDF/FINAL_DECISION/167664.PDF).

³ California Public Resources Code, Section 25711.5(a) also requires EPIC-funded projects to lead to technological advancement and breakthroughs to overcome barriers that prevent the achievement of the state's statutory and energy goals.

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Los Angeles Cleantech Incubator

diverse group of clean energy stakeholders to provide the support, networks and resources for accelerated clean energy commercialization.

- Supporting the growth of a diverse set of energy startups in the Greater LA region and their path to commercialization; and
- Providing LACI with additional capacity to convene clean energy stakeholders to solve for policy, technology, and business model barriers that need to be addressed to accelerate an equitable, reliable clean energy transition;
- Enabling LACI to serve early-stage companies and expand its incubation and member services and resources to a wider set of mid-stage cleantech startups;
- Focusing efforts to support underrepresented startup founders in all of LACI's startup programs.

III. TASK 1 GENERAL PROJECT TASKS

PRODUCTS

Subtask 1.1 Products

The goal of this subtask is to establish the requirements for submitting project products (e.g., reports, summaries, plans, and presentation materials). Unless otherwise specified by the Commission Agreement Manager (CAM), the Recipient must deliver products as required below by the dates listed in the **Project Schedule (Part V)**. All products submitted which will be viewed by the public, must comply with the accessibility requirements of Section 508 of the federal Rehabilitation Act of 1973, as amended (29 U.S.C. Sec. 794d), and regulations implementing that act as set forth in Part 1194 of Title 36 of the Federal Code of Regulations. All technical tasks should include product(s). Products that require a draft version are indicated by marking “**(draft and final)**” after the product name in the “Products” section of the task/subtask. If “(draft and final)” does not appear after the product name, only a final version of the product is required. With respect to due dates within this Scope of Work, “**days**” means working days.

The Recipient shall:

For products that require a draft version, including the Final Report Outline and Final Report

- Submit all draft products to the CAM for review and comment in accordance with the Project Schedule (Part V). The CAM will provide written comments to the Recipient on the draft product within 15 days of receipt, unless otherwise specified in the task/subtask for which the product is required.
- Consider incorporating all CAM comments into the final product. If the Recipient disagrees with any comment, provide a written response explaining why the comment was not incorporated into the final product.
- Submit the revised product and responses to comments within 10 days of notice by the CAM, unless the CAM specifies a longer time period, or approves a request for additional time.

For products that require a final version only

- Submit the product to the CAM for acceptance. The CAM may request minor revisions or explanations prior to acceptance.

For all products

- Submit all data and documents required as products in accordance with the following:

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Instructions for Submitting Electronic Files and Developing Software:

○ **Electronic File Format**

- Submit all data and documents required as products under this Agreement in an electronic file format that is fully editable and compatible with the California Energy Commission's (CEC) software and Microsoft (MS)-operating computing platforms, or with any other format approved by the CAM. Deliver an electronic copy of the full text of any Agreement data and documents in a format specified by the CAM, such as memory stick.

The following describes the accepted formats for electronic data and documents provided to the CEC as products under this Agreement, and establishes the software versions that will be required to review and approve all software products:

- Data sets will be in MS Access or MS Excel file format (version 2007 or later), or any other format approved by the CAM.
- Text documents will be in MS Word file format, version 2007 or later.
- Project management documents will be in Microsoft Project file format, version 2007 or later.

○ **Software Application Development**

Use the following standard Application Architecture components in compatible versions for any software application development required by this Agreement (e.g., databases, models, modeling tools), unless the CAM approves other software applications such as open source programs:

- 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 Electronic File Format requirements above must be approved in writing by the CAM. The CAM will consult with the CEC's Information Technology Services Branch to determine whether the exceptions are allowable.

MEETINGS

Subtask 1.2 Kick-off Meeting

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

The Recipient shall:

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- Attend a “Kick-off” meeting with the CAM, the Commission Agreement Officer (CAO), and any other CEC staff relevant to the Agreement. The Recipient will bring its Project Manager and any other individuals designated by the CAM to this meeting. The administrative and technical aspects of the Agreement will be discussed at the meeting. Prior to the meeting, the CAM will provide an agenda to all potential meeting participants. The meeting may take place in person or by electronic conferencing (e.g., WebEx), with approval of the CAM.

The administrative portion of the meeting will include discussion of the following:

- Terms and conditions of the Agreement;
- Invoicing and auditing procedures;
- Administrative products (subtask 1.1);
- CPR meetings (subtask 1.3);
- Match fund documentation (subtask 1.7);
- Permit documentation (subtask 1.8);
- Subcontracts (subtask 1.9); and
- Any other relevant topics.

The technical portion of the meeting will include discussion of the following:

- The CAM's expectations for accomplishing tasks described in the Scope of Work;
- An updated Project Schedule;
- Technical products (subtask 1.1);
- Progress reports (subtask 1.5);
- Final Report (subtask 1.6);
- Technical Advisory Committee meetings (subtasks 1.10 and 1.11); and
- Any other relevant topics.

- Provide *Kick-off Meeting Presentation* to include but not limited to:
 - Project overview (i.e. project description, goals and objectives, technical tasks, expected benefits, etc.)
 - Project schedule that identifies milestones
 - List of potential risk factors and hurdles, and mitigation strategy
- Provide an *Updated Project Schedule*, *Match Funds Status Letter*, and *Permit Status Letter*, as needed to reflect any changes in the documents.

The CAM shall:

- Designate the date and location of the meeting.
- Send the Recipient a *Kick-off Meeting Agenda*.

Recipient Products:

- Kick-off Meeting Presentation
- Updated Project Schedule (*if applicable*)
- Match Funds Status Letter (subtask 1.7) (*if applicable*)
- Permit Status Letter (subtask 1.8) (*if applicable*)

CAM Product:

- Kick-off Meeting Agenda

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Subtask 1.3 Critical Project Review (CPR) Meetings

The goal of this subtask is to determine if the project should continue to receive CEC funding, and if so whether any modifications must be made to the tasks, products, schedule, or budget. CPR meetings provide the opportunity for frank discussions between the CEC and the Recipient. As determined by the CAM, discussions may include project status, challenges, successes, advisory group findings and recommendations, final report preparation, and progress on technical transfer and production readiness activities (if applicable). Participants will include the CAM and the Recipient and may include the CAO and any other individuals selected by the CAM to provide support to the CEC.

CPR meetings generally take place at key, predetermined points in the Agreement, as determined by the CAM and as shown in the Task List on page 1 of this Exhibit. However, the CAM may schedule additional CPR meetings as necessary. The budget will be reallocated to cover the additional costs borne by the Recipient, but the overall Agreement amount will not increase. CPR meetings generally take place at the CEC, but they may take place at another location, or may be conducted via electronic conferencing (e.g., WebEx) as determined by the CAM.

The Recipient shall:

- Prepare and submit a *CPR Report* for each CPR meeting that: (1) discusses the progress of the Agreement toward achieving its goals and objectives; and (2) includes recommendations and conclusions regarding continued work on the project.
- Attend the CPR meeting.
- Present the CPR Report and any other required information at each CPR meeting.

The CAM shall:

- Determine the location, date, and time of each CPR meeting with the Recipient's input.
- Send the Recipient a *CPR Agenda* with a list of expected CPR participants in advance of the CPR meeting. If applicable, the agenda will include a discussion of match funding and permits.
- Conduct and make a record of each CPR meeting. Provide the Recipient with a schedule for providing a Progress Determination on continuation of the project.
- Determine whether to continue the project, and if so whether modifications are needed to the tasks, schedule, products, or budget for the remainder of the Agreement. If the CAM concludes that satisfactory progress is not being made, this conclusion will be referred to the Deputy Director of the Energy Research and Development Division.
- Provide the Recipient with a *Progress Determination* on continuation of the project, in accordance with the schedule. The Progress Determination may include a requirement that the Recipient revise one or more products.

Recipient Products:

- CPR Report(s)

CAM Products:

- CPR Agenda
- Progress Determination

Subtask 1.4 Final Meeting

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The goal of this subtask is to complete the closeout of this Agreement.

The Recipient shall:

- Meet with CEC staff to present project findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement. This meeting will be attended by the Recipient and CAM, at a minimum. The meeting may occur in person or by electronic conferencing (e.g., WebEx), with approval of the CAM.

The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be divided into two separate meetings at the CAM's discretion.

- The technical portion of the meeting will involve the presentation of findings, conclusions, and recommended next steps (if any) for the Agreement. The CAM will determine the appropriate meeting participants.
- The administrative portion of the meeting will involve a discussion with the CAM and the CAO of the following Agreement closeout items:
 - Disposition of any procured equipment.
 - The CEC's request for specific "generated" data (not already provided in Agreement products).
 - Need to document the Recipient's disclosure of "subject inventions" developed under the Agreement.
 - "Surviving" Agreement provisions such as repayment provisions and confidential products.
 - Final invoicing and release of retention.
- Prepare a *Final Meeting Agreement Summary* that documents any agreement made between the Recipient and Commission staff during the meeting.
- Prepare a *Schedule for Completing Agreement Closeout Activities*.
- Provide copies of *All Final Products* on a USB memory stick, organized by the tasks in the Agreement.

Products:

- Final Meeting Agreement Summary (*if applicable*)
- Schedule for Completing Agreement Closeout Activities
- All Final Products

REPORTS AND INVOICES

Subtask 1.5 Progress Reports and Invoices

The goals of this subtask are to: (1) periodically verify that satisfactory and continued progress is made towards achieving the project objectives of this Agreement; and (2) ensure that invoices contain all required information and are submitted in the appropriate format.

The Recipient shall:

- Submit *Quarterly Progress Reports* to the CAM. Each progress report must:
 - Summarize progress made on all Agreement activities as specified in the scope of work for the preceding month, including accomplishments, problems, milestones, products, schedule, fiscal status, and an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. See the Progress Report Format Attachment for the recommended specifications.
- Submit a monthly or quarterly *Invoice* that follows the instructions in the "Payment of

Exhibit A Scope of Work Los Angeles Cleantech Incubator

Funds” section of the terms and conditions, including a financial report on Match Funds and in-state expenditures.

Products:

- Quarterly Progress Reports
- Invoices

Subtask 1.6 Final Report

The goal of this subtask is to prepare a comprehensive Final Report that describes the original purpose, approach, results, and conclusions of the work performed under this Agreement. When creating the Final Report Outline and the Final Report, the Recipient must use the CEC Style Manual provided by the CAM.

Subtask 1.6.1 Final Report Outline

The Recipient shall:

- Prepare a *Final Report Outline* in accordance with the *Energy Commission Style Manual* provided by the CAM.

Recipient Products:

- Final Report Outline (draft and final)

CAM Product:

- Energy Commission Style Manual
- Comments on Draft Final Report Outline
- Acceptance of Final Report Outline

Subtask 1.6.2 Final Report

The Recipient shall:

- Prepare a *Final Report* for this Agreement in accordance with the approved Final Report Outline, Energy Commission Style Manual, and Final Report Template provided by the CAM with the following considerations:
 - Ensure that the report includes the following items, in the following order:
 - Cover page (**required**)
 - Credits page on the reverse side of cover with legal disclaimer (**required**)
 - Acknowledgements page (optional)
 - Preface (**required**)
 - Abstract, keywords, and citation page (**required**)
 - Table of Contents (**required**, followed by List of Figures and List of Tables, if needed)
 - Executive summary (**required**)
 - Body of the report (**required**)
 - References (if applicable)
 - Glossary/Acronyms (If more than 10 acronyms or abbreviations are used, it is required.)
 - Bibliography (if applicable)
 - Appendices (if applicable) (Create a separate volume if very large.)
 - Attachments (if applicable)

Exhibit A Scope of Work Los Angeles Cleantech Incubator

- Submit a draft of the Executive Summary to the TAC for review and comment.
- Develop and submit a *Summary of TAC Comments* received on the Executive Summary. For each comment received, the recipient will identify in the summary the following:
 - Comments the recipient proposes to incorporate.
 - Comments the recipient does propose to incorporate and an explanation for why.
- Submit a draft of the report to the CAM for review and comment. The CAM will provide written comments to the Recipient on the draft product within 15 days of receipt.
- Incorporate all CAM comments into the *Final Report*. If the Recipient disagrees with any comment, provide a *Written Responses to Comments* explaining why the comments were not incorporated into the final product.
- Submit the revised *Final Report* electronically with any Written Responses to Comments within 10 days of receipt of CAM's Written Comments on the Draft Final Report, unless the CAM specifies a longer time period or approves a request for additional time.

Products:

- Summary of TAC Comments
- Draft Final Report
- Written Responses to Comments (*if applicable*)
- Final Report

CAM Product:

- Written Comments on the Draft Final Report

MATCH FUNDS, PERMITS, AND SUBCONTRACTS

Subtask 1.7 Match Funds

The goal of this subtask is to ensure that the Recipient obtains any match funds planned for this Agreement and applies them to the Agreement during the Agreement term.

While the costs to obtain and document match funds are not reimbursable under this Agreement, the Recipient may spend match funds for this task. The Recipient may only spend match funds during the Agreement term, either concurrently or prior to the use of CEC funds. Match funds must be identified in writing, and the Recipient must obtain any associated commitments before incurring any costs for which the Recipient will request reimbursement.

The Recipient shall:

- Prepare a *Match Funds Status Letter* that documents the match funds committed to this Agreement. If no match funds were part of the proposal that led to the CEC awarding this Agreement and none have been identified at the time this Agreement starts, then state this in the letter.

If match funds were a part of the proposal that led to the CEC awarding this Agreement, then provide in the letter:

- A list of the match funds that identifies:
 - The amount of cash match funds, their source(s) (including a contact name, address, and telephone number), and the task(s) to which the match funds will be applied.
 - The amount of each in-kind contribution, a description of the contribution type

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(e.g., property, services), the documented market or book value, the 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 must identify its owner and provide a contact name, address, telephone number, and the address where the property is located.

- If different from the solicitation application, provide a letter of commitment from an authorized representative of each source of match funding that the funds or contributions have been secured.
- At the Kick-off meeting, discuss match funds and the impact on the project if they are significantly reduced or not obtained as committed. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.
- Provide a *Supplemental Match Funds Notification Letter* to the CAM of receipt of additional match funds.
- Provide a *Match Funds Reduction Notification Letter* to the CAM if existing match funds are reduced during the course of the Agreement. Reduction of match funds may trigger a CPR meeting.

Products:

- Match Funds Status Letter
- Supplemental Match Funds Notification Letter (*if applicable*)
- Match Funds Reduction Notification Letter (*if applicable*)

Subtask 1.8 Permits

The goal of this subtask 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, with the exception of costs incurred by University of California recipients. Permits must be identified and obtained before the Recipient may incur any costs related to the use of the permit(s) for which the Recipient will request reimbursement.

The Recipient shall:

- Prepare a *Permit Status Letter* that documents the permits required to conduct this Agreement. If no permits are required at the start of this Agreement, then state this in the letter. If permits will be required during the course of the Agreement, provide in the letter:
 - A list of the permits that identifies: (1) the type of permit; and (2) the name, address, and telephone number of the permitting jurisdictions or lead agencies.
 - The schedule the Recipient will follow in applying for and obtaining the permits.

The list of permits and the schedule for obtaining them will be discussed at the Kick-off meeting (subtask 1.2), and a timetable for submitting the updated list, schedule, and copies of the permits will be developed. The impact on the project 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 progress reports and will be a topic at CPR meetings.

- If during the course of the Agreement additional permits become necessary, then provide the CAM with an *Updated List of Permits* (including the appropriate information on each permit) and an *Updated Schedule for Acquiring Permits*.
- Send the CAM a *Copy of Each Approved Permit*.

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- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM within 5 days. Either of these events may trigger a CPR meeting.

Products:

- Permit Status Letter
- Updated List of Permits (*if applicable*)
- Updated Schedule for Acquiring Permits (*if applicable*)
- Copy of Each Approved Permit (*if applicable*)

Subtask 1.9 Subcontracts

The goals of this subtask are to: (1) procure subcontracts required to carry out the tasks under this Agreement; and (2) ensure that the subcontracts are consistent with the terms and conditions of this Agreement.

The Recipient shall:

- Manage and coordinate subcontractor activities in accordance with the requirements of this Agreement.
- Incorporate this Agreement by reference into each subcontract.
- Include any required Energy Commission flow-down provisions in each subcontract, in addition to a statement that the terms of this Agreement will prevail if they conflict with the subcontract terms.
- If required by the CAM, submit a draft of each *Subcontract* required to conduct the work under this Agreement.
- Submit a final copy of each executed subcontract.
- Notify and receive written approval from the CAM prior to adding any new subcontractors (see the discussion of subcontractor additions in the terms and conditions).

Products:

- Subcontracts (*draft if required by the CAM*)

TECHNICAL ADVISORY COMMITTEE

Subtask 1.10 Technical Advisory Committee (TAC)

The goal of this subtask is to create an advisory committee for this Agreement. The TAC should be composed of diverse professionals. The composition will vary depending on interest, availability, and need. TAC members will serve at the CAM's discretion. The purpose of the TAC is to:

- Provide guidance in project direction. The guidance may include scope and methodologies, timing, and coordination with other projects. The guidance may be based on:
 - Technical area expertise;
 - Knowledge of market applications; or
 - Linkages between the agreement work and other past, present, or future projects (both public and private sectors) that TAC members are aware of in a particular area.
- Review products and provide recommendations for needed product adjustments, refinements, or enhancements.
- Evaluate the tangible benefits of the project to the state of California, and provide recommendations as needed to enhance the benefits.

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- Provide recommendations regarding information dissemination, market pathways, or commercialization strategies relevant to the project products.
- Help set the project team's goals and contribute to the development and evaluation of its statement of proposed objectives as the project evolves.
- Provide a credible and objective sounding board on the wide range of technical and financial barriers and opportunities.
- Help identify key areas where the project has a competitive advantage, value proposition, or strength upon which to build.
- Advocate, to the extent the TAC members feel is appropriate, on behalf of the project in its effort to build partnerships, governmental support and relationships with a national spectrum of influential leaders.
- Ask probing questions that insure a long-term perspective on decision-making and progress toward the project's strategic goals.

The TAC may be composed of qualified professionals spanning the following types of disciplines:

- Researchers knowledgeable about the project subject matter;
- Members of trades that will apply the results of the project (e.g., designers, engineers, architects, contractors, and trade representatives);
- Public interest market transformation implementers;
- Product developers relevant to the project;
- U.S. Department of Energy research managers, or experts from other federal or state agencies relevant to the project;
- Public interest environmental groups;
- Utility representatives;
- Air district staff; and
- Members of relevant technical society committees.

The Recipient shall:

- Prepare a *List of Potential TAC Members* that includes the names, companies, physical and electronic addresses, and phone numbers of potential members. The list will be discussed at the Kick-off meeting, and a schedule for recruiting members and holding the first TAC meeting will be developed.
- Recruit TAC members. Ensure that each individual understands member obligations and the TAC meeting schedule developed in subtask 1.11.
- Prepare a *List of TAC Members* once all TAC members have committed to serving on the TAC.
- Submit *Documentation of TAC Member Commitment* (such as Letters of Acceptance) from each TAC member.

Products:

- List of Potential TAC Members
- List of TAC Members
- Documentation of TAC Member Commitment

Subtask 1.11 TAC Meetings

The goal of this subtask is for the TAC to provide strategic guidance for the project by participating in regular meetings, which may be held via teleconference.

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The Recipient shall:

- Discuss the TAC meeting schedule with the CAM at the Kick-off meeting. Determine the number and location of meetings (in-person and via teleconference) in consultation with the CAM.
- Prepare a *TAC Meeting Schedule* that will be presented to the TAC members during recruiting. Revise the schedule after the first TAC meeting to incorporate meeting comments.
- Prepare a *TAC Meeting Agenda* and *TAC Meeting Back-up Materials* for each TAC meeting.
- Organize and lead TAC meetings in accordance with the TAC Meeting Schedule. Changes to the schedule must be pre-approved in writing by the CAM.
- Prepare *TAC Meeting Summaries* that include any recommended resolutions of major TAC issues.

The TAC shall:

- Help set the project team's goals and contribute to the development and evaluation of its statement of proposed objectives as the project evolves.
- Provide a credible and objective sounding board on the wide range of technical and financial barriers and opportunities.
- Help identify key areas where the project has a competitive advantage, value proposition, or strength upon which to build.
- Advocate on behalf of the project in its effort to build partnerships, governmental support and relationships with a national spectrum of influential leaders.
- Ask probing questions that insure a long-term perspective on decision-making and progress toward the project's strategic goals.
- Review and provide comments to proposed project performance metrics.
- Review and provide comments to the proposed project Draft Technology Transfer Plan.

Products:

- TAC Meeting Schedule (draft and final)
- TAC Meeting Agendas (draft and final)
- TAC Meeting Back-up Materials
- TAC Meeting Summaries

Subtask 1.12 Project Performance Metrics

The goal of this subtask is to finalize key performance targets for the project based on feedback from the TAC and report on final results in achieving those targets. The performance targets should be a combination of scientific, engineering, techno-economic, and/or programmatic metrics that provide the most significant indicator of the research or technology's potential success.

The Recipient shall:

- Complete and submit the project performance metrics from the *Initial Project Benefits Questionnaire*, developed in the Evaluation of Project Benefits task, to the CAM.
- Present the draft project performance metrics at the first TAC meeting to solicit input and comments from the TAC members.
- Develop and submit a *TAC Performance Metrics Summary* that summarizes comments received from the TAC members on the proposed project performance metrics. The *TAC Performance Metrics Summary* will identify:

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- TAC comments the Recipient proposes to incorporate into the Initial Project Benefits Questionnaire, developed in the Evaluation of Project Benefits task.
- TAC comments the Recipient does not propose to incorporate with and an explanation why.
- Develop and submit a *Project Performance Metrics Results* document describing the extent to which the Recipient met each of the performance metrics in the *Final Project Benefits Questionnaire*, developed in the Evaluation of Project Benefits task.
- Discuss the *Project Performance Metrics Results* at the Final Meeting.

Products:

- TAC Performance Metrics Summary
- Project Performance Metrics Results

IV. TECHNICAL TASKS

TASK 2: ASSESSING AND ADDRESSING THE REGIONAL CLEANTECH MARKET LANDSCAPE

The goal of this task is to assess and address the region's cleantech market and policy landscape throughout the 4 county LA REIC Cluster region and convene regional stakeholders around topics that cross all industry sectors.

Subtask 2.1 Clean Energy Regional Assets Inventory Survey

The goal of this task is to regularly inventory the programs, resources, and facilities available to clean energy researchers and entrepreneurs in each county.

The Recipient shall:

- Submit *County-Level Asset Inventory Surveys for Clean Energy Entrepreneurs Reports* (#1, #2, and #3), which will include details on business and technical clean energy entrepreneur resources. It will also identify any regional organizations that offer clean energy entrepreneurs access to leading technical expertise. This inventory will allow LACI to actively update its regional stakeholder contacts and ensure that key energy stakeholders are able to participate or attend LA REIC Energy Innovation Ecosystem events, initiatives and convenings.
 - Evaluate the changes made since submission of previous versions of the product (for #2 and #3).
- Prepare a *CPR Report* #1 and participate in a CPR meeting in accordance with subtask 1.3 (CPR Meetings).

Products:

- Biennial County-Level Asset Inventory Survey for Clean Energy Entrepreneurs Report (#1, #2, and #3)
- CPR) Report #1

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Subtask 2.2 Regional Cleantech Market & Policy Landscape Assessment and Recommendations

Assess the cleantech marketplace through stakeholder convenings and engagement to identify barriers, gaps and opportunities in policy, technology, and business models that need to be addressed and recommend solutions and paths forward to support emerging technology commercialization.

The Recipient shall:

- Prepare annual *Cleantech Market and Policy Landscape Report (CMPL)*, a minimum of 3, which will:
 - Assess key business models, technology and policy barriers that need to be addressed to advance the clean energy landscape and the local community's and state's energy needs.
 - Assess legislative and regulatory actions to meet regional energy and climate goals
 - Assess industry and pilot demonstration support needed to progress emerging technologies towards commercialization.
 - Assess business models support needed for market entry and to scale technology
- Prepare annual *Cleantech Market and Policy: Gaps and Opportunities (G&O)*, a minimum of 3, which will:
 - Build off the CMPL Report to analyze and examine gaps and challenges associated with the priorities and identify strategic opportunities needed for market transformation and clean technology commercialization
 - Analyze prioritized barriers and examine gaps and opportunities related to Clean Energy, Zero Emission Transportation and Sustainable Cities technologies
 - Assess community-level energy needs found in outreach with disadvantaged communities in the region
 - Identify recommendations for relevant workforce development opportunities
 - Guide LACI's pilots, demonstrations, and proof of concept ideation for startup technology deployments in Southern California to help scale clean technology.
- Convene report briefings to provide insight on key findings for each report with partner organizations and investor contacts

Products:

- Cleantech Market and Policy Landscape Report (#1, #2, #3)
- Cleantech Market and Policy: Gaps and Opportunities Report (#1, #2, #3)

Subtask 2.3 Annual Forum (LACI Power Day) to Share Best Practices, Lessons Learned, and Los Angeles Regional Energy Innovation Cluster Results

The goal of this task is to host an annual forum to share knowledge and lessons learned with key stakeholders and the public.

The Recipient shall:

- Select a date and location for the annual forum, to be held at least four times, in collaboration with the CAM.
- Submit *Annual Forum Event Agenda*, which outlines the event's agenda, a month before the event.
- Invite key stakeholders to attend and network at the Annual Forum, especially government officials looking for clean energy solutions for their communities and clean energy

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entrepreneurs looking to commercialize their products or enter new markets, and submit an *Invitation List* for each Annual Forum.

- Submit *Annual Forum Event Presentation Slides*.
- Submit *Annual Forum Event Report*, which describes the activities, the key learnings and key takeaways of the event, after each annual forum.

Products:

- Annual Forum Event Agenda (Draft and Final)
- Invitation List (Draft and Final)
- Attendee List
- Annual Forum Event Presentation Slides
- Annual Forum Event Report

TASK 3: LOS ANGELES REGIONAL ENERGY INNOVATION CLUSTER OUTREACH, EDUCATION, AND INTAKE

The goal of this task is to educate, communicate with, and recruit potential LA REIC member companies.

Subtask 3.1 Community Outreach

The goals of this task are to: (1) identify the members of the region's clean energy community; (2) develop and administer an outreach and engagement strategy; and (3) encourage applications to the LA REIC for services.

The Recipient shall:

- Oversee outreach efforts and collaborative opportunities with its regional industry, governmental, non-governmental partners including universities, research institutions, community colleges, regional incubators and accelerators, entrepreneur programs, technology transfer offices, and clean energy networking organizations
- Inventory and update LACI's external contact database as the organization uncovers new clean energy community stakeholders.
- Revise and resubmit a *Clean Energy Community Stakeholder Engagement Plan*, which shall be updated as needed, based on the types of stakeholders uncovered through our outreach efforts. This document will drive the marketing and communication engagement strategy for each type of clean energy stakeholder in the region.
- Oversee the cross-promotion and distribution of information about LA REIC activities and programs, based on the strategies and recommendations in the Clean Energy Community Stakeholder Engagement Plan.

Products:

- Clean Energy Community Stakeholder Engagement Plan

Subtask 3.2 Los Angeles Regional Energy Innovation Cluster Events

The goal of this task is to create an events strategy for the clean energy community that addresses the varying needs and interests of clean energy stakeholders in the region

The Recipient shall:

- Maintain relationships with regional stakeholders to develop a robust and comprehensive list of events that address the diverse needs of the clean energy community, including but

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not limited to geographic representation, accommodating the varying needs of clean energy stakeholders, and providing a range of formal and informal networking and collaboration opportunities.

- Completion of a minimum of 5 Innovation LA REIC Workshops with California Universities. The workshops will (1) connect students, academic, investor, community members, entrepreneurs, and/or innovators; (2) showcase emerging technologies in each sub-region; (3) expose entrepreneurs and innovators to the LA REIC resources; and (4) educate innovators and entrepreneurs as to the sources of public and private financing.
- Promote events being held by partner organizations.
- Submit an *Annual Calendar of Key LA REIC Activities* for LA REIC events held in the past year.

Products:

- Annual Calendar of Key LA REIC Events

TASK 4: SUPPORT AND ACCELERATE CLEAN ENERGY LOS ANGELES REGIONAL ENERGY INNOVATION CLUSTER MEMBERS

The goal of this task is to support and accelerate the commercialization of clean energy technologies.

Subtask 4.1 Application Intake Process, Selection & Vetting Manual and Prioritizing Los Angeles Regional Energy Innovation Cluster Members

The goals of this task are to: (1) confirm the Energy Commission's annual clean energy technology priorities; (2) update the LA REIC basic acceptance criteria by incorporating the EPIC's technology priority areas (3) create Intake Process Manual using updated processes for the LA REIC intake, screening and rejection process to meet regional energy needs and the Energy Commission priorities; and (4) maintain a web-based LA REIC membership intake process.

The Recipient shall:

- Meet formally with an Energy Commission representative on an annual basis to confirm the Energy Commission's clean energy technology priority areas and submit updated priorities as appropriate.
 - Document Electric Program Investment Charge (EPIC) technology priorities in the *Annual Confirmation of EPIC's Technology Focus Areas* and share it with the Advisory Council
- Work with the Advisory Council to refine the LA REIC basic acceptance criteria by incorporating the EPIC's technology priority areas and the region's energy needs into a final document, the *LA REIC Intake Protocol Template*, which will be updated as needed.
- Update and maintain Web-based LA REIC Intake Form to initiate Clean Energy Community Stakeholders applications.
- Combine application, selection and rejection protocols to create a *LA REIC Intake, Screen and Rejection Protocol Manual* that incorporates all protocols for Incubation services, including, but not limited to:
 - General acceptance criteria for admission into LA REIC based on the technology, commercial and ratepayer benefit potentials of each LA REIC application.
 - Process for:
 - Screening applications following the Intake Protocol process.
 - Following up on incomplete applications.

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- Identifying the most promising applications and coordinating with TRC members for more in-depth vetting.
 - An exit protocol for unsuccessful members.
- Host LA REIC Selection Meetings, attended by Program Directors throughout selection cycles.
- Summarize key LA REIC intake metrics in the *Annual LA REIC Intake Report*, including but not limited to:
 - Number of applicants
 - Type and stage of development of clean energy technology
 - Referral source
 - Commercialization stage
 - Various company demographics

Products:

- Annual Confirmation of EPIC's Technology Focus Areas
- LA REIC Intake, Screen and Rejection Protocol Manual
- Updated Web-based LA REIC Intake Form
- Annual LA REIC Intake Report

Subtask 4.2 Provide Entrepreneurship and Technical Support to Los Angeles Regional Energy Innovation Cluster Members

The goal of this ongoing subtask is to maintain, improve, and deliver entrepreneurs services that support commercialization of clean energy technologies

The Recipient shall:

- Continue to deliver support services to entrepreneurs, including, but not limited to:
 - Curated resources and opportunity email
 - News and market report subscriptions
 - Check-in's with LACI Staff
 - Business Services
 - Eligibility for small-scale or multi-partner pilot deployment funding
 - Access to LACI's Impact & Debt Fund
- Update and resubmit the *LA REIC Member Services Report* in an online format (e.g., Google Docs, etc.), which will allow the recruitment team to document, among other things, the following at each initial meeting with new members for all LACI Incubation Cohorts as they are onboarded:
 - Date of Acceptance into the LA REIC
 - Basic member information
 - Description of technology and commercial status
 - Projected ratepayer benefits
 - A list of technology and commercial milestones
 - An exit protocol for unsuccessful members

Products:

- LA REIC Member Services Report

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TASK 5: SEED, ACCELERATOR AND INCUBATOR MATCH-MAKING

The goal of this task is to serve as an outreach and development mechanism for regional innovator and startup applicants to the California Sustainable Energy Entrepreneur Development Initiative (SEED) Concept Award and Prototype Award funding programs.

The Recipient Shall:

- Revise and update the *Referral Process Document* to manage referral of innovation companies in the Los Angeles Cluster region to other Regional Clusters, the California SEED, Energy Accelerator, and other California Incubation and Acceleration Programs.
- Appoint a representative from the Los Angeles Regional Energy Innovation Cluster to serve on the Technical Advisory Committee for the SEED Initiative (SEED TAC), which provides “Concept Award and Prototype Award” grant funding to energy entrepreneurs and researchers to establish the feasibility of their promising energy technology concepts. SEED TAC is expected to meet up to four times per year. SEED TAC *Progress Reports* will be required and presented to CAM.

Product:

- Referral Process Document
- SEED TAC Progress Reports

TASK 6: EVALUATION OF PROJECT BENEFITS

The goal of this task is to report the benefits resulting from this project.

The Recipient shall:

- Complete the *Initial Project Benefits Questionnaire*. The *Initial Project Benefits Questionnaire* shall be initially completed by the Recipient with ‘Kick-off’ selected for the ‘Relevant data collection period’ and submitted to the CAM for review and approval.
- Complete the *Annual Survey* by December 15th of each year. The Annual Survey includes but is not limited to the following information:
 - Technology commercialization progress
 - New media and publications
 - Company growth
 - Follow-on funding and awards received
- Complete the *Final Project Benefits Questionnaire*. The *Final Project Benefits Questionnaire* shall be completed by the Recipient with ‘Final’ selected for the ‘Relevant data collection period’ and submitted to the CAM for review and approval.
- Respond to CAM questions regarding the questionnaire drafts.
- Complete and update the project profile on the CEC’s public online project and recipient directory on the [Energize Innovation website \(www.energizeinnovation.fund\)](http://www.energizeinnovation.fund), and provide *Documentation of Project Profile on EnergizeInnovation.fund*, including the profile link.
- If the Prime Recipient is an Innovation Partner on the project, complete and update the organizational profile on the CEC’s public online project and recipient directory on the [Energize Innovation website \(www.energizeinnovation.fund\)](http://www.energizeinnovation.fund), and provide *Documentation of Organization Profile on EnergizeInnovation.fund*, including the profile link.

Products:

Exhibit A

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Los Angeles Cleantech Incubator

- Initial Project Benefits Questionnaire
- Annual Survey(s)
- Final Project Benefits Questionnaire
- Documentation of Project Profile on EnergizeInnovation.fund
- Documentation of Organization Profile on EnergizeInnovation.fund

TASK 7: Technology/Knowledge Transfer Activities

The goal of this task is to develop a plan to make the knowledge gained, experimental results, and lessons learned available to the public and key decision makers.

The Recipient shall:

- Prepare a *Technology/Knowledge Transfer Plan* that includes:
 - An explanation of how the knowledge gained from the project will be made available to the public, including the targeted market sector and potential outreach to end users, utilities, regulatory agencies, and others.
 - A description of the intended use(s) for and users of the project results.
 - Published documents, including date, title, and periodical name.
 - Copies of documents, fact sheets, journal articles, press releases, and other documents prepared for public dissemination. These documents must include the Legal Notice required in the terms and conditions. Indicate where and when the documents were disseminated.
 - A discussion of policy development. State if project has been or will be cited in government policy publications or used to inform regulatory bodies.
 - The number of website downloads or public requests for project results.
 - Additional areas as determined by the CAM.
- Conduct technology and knowledge transfer activities in accordance with the Technology/Knowledge Transfer Plan.
- Prepare a *Report of Technology/Knowledge Transfer Activities* and include in the quarterly Progress Reports
- When directed by the CAM, develop *Presentation Materials* for an CEC- sponsored conference/workshop on the results of the project.
- Prepare a *Technology/Knowledge Transfer Report* on technology transfer activities conducted during the project.

Products:

- Technology/Knowledge Transfer Plan (draft and final)
- Report of Technology/Knowledge Transfer Activities
- Presentation Materials (draft and final)
- Technology/Knowledge Transfer Report (draft and final)

V. PROJECT SCHEDULE

Please see the attached Excel spreadsheet.

RESOLUTION NO: 21-06-09-14d

STATE OF CALIFORNIA

**STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION**

RESOLUTION - RE: LOS ANGELES CLEANTEACH INCUBATOR

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 Amendment 3 to Agreement EPC-16-015 with the Los Angeles Cleantech Incubator to augment the budget with \$4,999,247, update the Scope of Work, extend the agreement term by five years. This amendment will build on the success of the initial funding award that established the Los Angeles Regional Energy Innovation Cluster program, and will continue and expand the commercialization support services provided by the cluster program to clean energy entrepreneurs in Orange, Los Angeles, Santa Barbara and Ventura Counties. . Under the Los Angeles Regional Energy Innovation Cluster program, the Los Angeles Cleantech Incubator and its partners will continue to provide and coordinate key services, assistance, resources, and infrastructure needed by entrepreneurs and researchers developing breakthrough technologies that are essential to meeting the goals of Senate Bill (SB) 100 (De León, Chapter 312, Statutes of 2018) including energy efficiency, energy storage, transportation electrification and renewable generation; 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 June 9, 2021.

AYE:

NAY:

ABSENT:

ABSTAIN:

Patricia Carlos
Secretariat