



**CALIFORNIA
ENERGY COMMISSION**



**California Energy Commission
October 08, 2025 Business Meeting
Backup Materials for The Clara Fund**

The following backup materials for the above-referenced agenda item are available in this PDF packet as listed below:

1. Proposed Resolution
2. Contract Request Form
3. Scope of Work

[PROPOSED]

RESOLUTION NO: 25-1008-XX

STATE OF CALIFORNIA

**STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION**

RESOLUTION: The Clara Fund

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 300-25-004 for a \$25,000 co-sponsorship contract with The Clara Fund, including use of CEC's logo in co-sponsorship activities. This sponsorship will support the Electric Innovation Initiative's annual events and activities, including a national awards event, site visits for policymakers, workshops, visibility of awardee innovations, and policy tracking; and

FURTHER BE IT RESOLVED, that the Executive Director or their 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 08, 2025.

AYE:

NAY:

ABSENT:

ABSTAIN:

Dated:

Kim Todd
Secretariat



CONTRACT REQUEST FORM (CRF)

A. New Agreement Number

IMPORTANT: New Agreement # to be completed by Contracts, Grants, and Loans Office.

New Agreement Number: 300-25-004

B. Division Information

1. Division Name: Administration
2. Agreement Manager: Kaitie Choo
3. MS-18
4. Phone Number: (279) 250-8848

C. Contractor's Information

1. Contractor's Legal Name: The Clara Fund
2. Federal ID Number: 58-2672863

D. Title of Project

Title of project: Electric Innovation Initiative Annual Events and Activities Co-sponsorship

E. Term and Amount

1. Start Date: 10/08/2025
2. End Date: 12/08/2025
3. Amount: \$25,000

F. Business Meeting Information

1. Operational agreement to be approved by Executive Director? No
2. Are the ARFVTP agreements \$75K and under delegated to Executive Director? No
3. The Proposed Business Meeting Date: 10/08/2025
4. Consent or Discussion? Consent
5. Business Meeting Presenter Name: Kaitie Choo
6. Time Needed for Business Meeting: 0 minutes.
7. The email subscription topic is: N/A

Agenda Item Subject and Description:

The Clara Fund. Proposed resolution approving agreement 300-25-004 for a \$25,000 co-sponsorship contract with The Clara Fund, including use of CEC's logo in co-sponsorship activities. This sponsorship will support the Electric Innovation Initiative's annual events and activities, including a national awards event, site visits for policymakers, workshops, visibility of awardee innovations, and policy tracking. (Energy Resources Programs Account (ERPA) Funding) Contact: Kaitie Choo.



G. California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a “Project” under CEQA?

No.

If yes, skip to question 2.

If no, complete the following (PRC 21065 and 14 CCR 15378) and 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 this is a co-sponsorship that only involves developing and exchanging information, as well as engaging with other policy makers.

If Agreement is considered a “Project” under CEQA answer the following questions.

a) Agreement **IS** exempt?

Statutory Exemption?

If yes, list PRC and/or CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

PRC section number: None.

CCR section number: None.

Categorical Exemption?

If yes, list CCR section number(s) and separate each with a comma. If no, enter “None” and go to the next question.

CCR section number: None.

Common Sense Exemption? 14 CCR 15061 (b) (3)

If yes, explain reason why Agreement is exempt under the above section. If no, enter “Not applicable” and go to the next section.

Not applicable.

b) Agreement **IS NOT** exempt.

IMPORTANT: consult with the legal office to determine next steps.

If yes, answer yes or no to all that applies. If no, list all as “no” and “None” as “yes”.

Additional Documents	Applies
Initial Study	No
Negative Declaration	No
Mitigated Negative Declaration	No
Environmental Impact Report	No
Statement of Overriding Considerations	No
None	Yes



H. Is this project considered “Infrastructure”?

No.

I. Subcontractors

List all Subcontractors listed in the Budget (s). Insert additional rows if needed. If no subcontractors to report, enter “No subcontractors to report” and “0” to funds. **Delete** any unused rows from the table.

Subcontractor Legal Company Name	Budget
No subcontractors to report.	\$0

J. Key Partners

List all key partner(s). Insert additional rows if needed. If no key partners to report, enter “No key partners to report.” **Delete** any unused rows from the table.

Key Partner Legal Company Name
No key partners to report

K. Budget Information

Include all budget information. Insert additional rows if needed. If no budget information to report, enter “N/A” for “Not Applicable” and “0” to Amount. **Delete** any unused rows from the table.

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
ERPA	FY 2025/26	100.022	\$25,000

TOTAL Amount: \$25,000

R&D Program Area: Not applicable

Explanation for “Other” selection Not applicable

Reimbursement Contract #: Not applicable

Federal Agreement #: Not applicable

L. Contractor’s Contact Information

1. Contractor’s Administrator/Officer

Name: Rachel Simon

Address: 110 East 25th Street

City, State, Zip: New York, NY 10010

Phone: (347) 212-4323

E-Mail: Rachel@forward-global.org



2. Contractor's Project Manager

Name: Alisa Ahmadian

Address: 817 Warfield Ave.

City, State, Zip: Oakland, CA 94610

Phone: (402) 472-0958

E-Mail: alisa@electricinnovation.org

M. Selection Process Used

There are three types of selection process. List the one used for this CRF.

Selection Process	Additional Information
Competitive Solicitation #	Not applicable
Non-Competitive Bid (<i>Attach DGS-GSPD-09-007</i> https://www.dgs.ca.gov/PD/Forms)	Not applicable
Exempt	Co-sponsorship

N. Contractor Entity Type

Contractor Entity Type	Yes or No?
Private Company (<i>including non-profits</i>)	Yes
CA State Agency (<i>including UC and CSU</i>)	No
Government Entity (<i>i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state</i>)	No

O. Is Contractor a certified Small Business (SB), Micro Business (MB) or Disabled Veterans Business Enterprise (DVBE)?

The contractor is a certified: Not applicable – please see attached CEC-95 Exemption form.

P. Civil Service Considerations

- Not Applicable (Agreement is with a CA State Entity or a membership/co-sponsorship)?
Yes.
- Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)
No.



c. The Services Contracted: No.

If no, go to the next question. If yes, which of the following applies to the contract? More than one can apply, list each answer choice, and separate them with a comma:

- are not available within civil service
- cannot be performed satisfactorily by civil service employee
- 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 following applies to the contract: Are not applicable.

d. The Services are of such an urgent, temporary, or occasional nature that the delay to implement under civil service would frustrate their very purpose?

Not applicable

Justification:

The contract is for a membership/co-sponsorship and does not include the performance of any personal services.

Q. Payment Method

1. Is the payment method Reimbursement, Advanced Payment, or Other?
Reimbursement. If Other, explain: Not applicable
2. If Reimbursement, is it in arrears based on Itemized Monthly, Itemized Quarterly, Flat Rate, or One-time? One-time.

R. Retention

Is Agreement subject to retention? No.

If Yes, Will retention be released prior to Agreement termination? N/A

S. Justification of Rates

The contract amount of \$25,000 is the rate billed to the CEC for an annual co-sponsorship of organizational activities to further the goals of the Electric Innovation Initiative, including the 2025 Electric Innovation Awards.

T. Disabled Veteran Business Enterprise Program (DVBE)

Provide requested additional information.

1. Exempt (Interagency/Other Government Entity) No.
2. Meets DVBE Requirements DVBE: No.
Amount: \$ 0 DVBE %: Not applicable
3. Is the Contractor Certified DVBE or Subcontracting with a DVBE? If subcontracting with a DVBE, provide the name of the DVBE company. If none applies, enter "Not Applicable".
Not Applicable.
4. Contractor selected through CMAS or MSA with no DVBE participation: No.
5. Requesting DVBE Exemption (attach CEC 95): Yes.

U. Miscellaneous Agreement Information



1. Will there be Work Authorizations? No.
2. Is the contractor providing confidential information? No.
3. Is the contractor going to purchase equipment? No.
4. What is the check frequency of the progress reports? Monthly, Quarterly, or Other? If Other, please provide explanation. None.
5. Will a final report be required? No.
6. Is the Agreement, with amendments, longer than three years? If yes, why? No.

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

List all items that should be attached to this CRF by entering "Yes" or "No".

Item Number	Item Name	Attached
1	Exhibit A, Scope of Work/Schedule	Yes
2	Exhibit B, Budget Detail	Yes
3	DGS-GSPD-09-007, NCB Request	No
4	CEC 95, DVBE Exemption Request	Yes
5	Awardee CEQA Documentation	No
6	Resumes	No
7	CEC 105, Questionnaire for Identifying Conflicts	Yes

Approved By

Individuals who approve this form must enter their full name and approval date in the MS Word version.

Agreement Manager: Kaitie Choo

Approval Date: 7/2/2025

Branch Manager: Anthony Ng

Approval Date: 7/2/2025

Director: Jonah Steinbuck (*delegated to Branch Manager*)

Approval Date: n/a

EXHIBIT A

Scope of Work

The Clara Fund

PURPOSE

The purpose of this Agreement is to formalize the California Energy Commission's (CEC) support for the Electric Innovation Initiative's (EII) annual events and activities through a co-sponsorship with The Clara Fund. The Electric Innovation Initiative is a national effort to accelerate the equitable transition to an all-electric economy—cutting costs, improving public health, and strengthening American industry and is designed to connect cutting-edge innovation with state and local decision-makers.

The EII program is ramping up year-round activities and kicking off its inaugural annual Electric Innovation Awards during Climate Week NYC 2025, where Energy is a key theme and is integral to the other nine key themes. This event is designed to highlight groundbreaking electric solutions, help shape public understanding, and catalyze policy action.

CEC's engagement with and co-sponsorship of the EII's annual events and activities will facilitate California's clean energy innovators in sharing their work nationally, and enable state and local policymakers to learn more about the impactful benefits of electrification.

Core annual activities for the EII include:

- Electric Innovation Awards: Host an annual national awards program to highlight groundbreaking solutions, create a high-profile moment of recognition, and catalyze policy action.
- Innovation Site Visits: Organize three to four in-state visits where policymakers engage directly with awardee projects, building hands on understanding of electrification benefits.
- Policymaker Cohort Development: Establish the inaugural bipartisan Policymaker Cohort on Electrification, creating peer networks of state and local champions.
- Follow On Convenings: Facilitate targeted workshops with awardees, policymakers, and Non-Governmental Organizations to map innovation models to policy opportunities.
- Amplification: Produce and distribute storytelling assets tailored to policymakers and policy networks, ensuring awardee innovations remain visible in state level debates.
- Policy Momentum: Track adoption of awardee inspired commitments, pilots, or legislative and regulatory proposals in at least three states by the end of 2026.