CALIFORNIA ENERGY COMMISSION
1516 Ninth Street
Sacramento, California 95814

Main website: www.energy.ca.gov

Notice of California Utility Allowance Calculator Training Sessions

The California Utility Allowance Calculator is a tool designed to calculate project-specific utility allowances for low income multi-family housing projects. The California Energy Commission will conduct two training sessions demonstrating the appropriate methods to use the California Utility Allowance Calculator and address questions from the attendees.

THURSDAY, MARCH 5, 2009
9 a.m. - 12:30 p.m.
Ronald Reagan Building
300 South Spring Street
Auditorium
Los Angeles, California

TUESDAY, MARCH 10, 2009
1 p.m. - 4:30 p.m.
Office of the Secretary of State
1500 11 Street
Auditorium
Sacramento, California

Space at these venues is limited and available on a first-come first-served basis, so please RSVP your intention to attend by e-mail to Adrian Ownby at [aownby@energy.state.ca.us].

Purpose

The training sessions will provide background information regarding the California Utility Allowance Calculator and step-by-step instructions on how to use the calculator. Nehemiah Stone, Energy Commission Contractor with the Benningfield Group, will be the instructor.

Background

In 2007, the New Solar Homes Partnership's Affordable Housing Advisory Committee recommended the Energy Commission take the lead in developing a model to estimate project specific utility allowances. The Advisory Committee concluded that a major

barrier to the adoption of energy efficiency and renewable generation in affordable housing projects would be overcome if a utility allowance model were developed that allowed developers and owners to increase the net rent for their units to recapture the utility cost savings to tenants from increased energy efficiency and renewable generation. In 2007, Energy Commission staff working through its contractor, KEMA, began development of the California Utility Allowance Calculator. KEMA developed a beta version of the calculator in late 2007 and sought suggestions for improvement from stakeholders. Throughout 2008 KEMA continued to improve the California Utility Allowance Calculator model and has completed a final version designed for public use.

In July 2008, the Internal Revenue Service released final regulations for changes to utility allowances for Low Income Housing Tax Credit projects. These regulations authorize state Low Income Housing Tax Credit agencies to allow the use of an energy consumption software model to determine project-specific utility allowances. In California the state Low Income Housing Tax Credit agency is the California Tax Credit Allocation Committee. On November 5, 2008, the Energy Commission approved the California Utility Allowance Calculator and recommended its use by the California Tax Credit Allocation Committee as a tool to estimate project-specific utility allowance estimates for affordable multi-family housing projects. On February 25, 2009, the California Tax Credit Allocation Committee will consider approving the California Utility Allowance Calculator as the energy consumption model software for California. Once approved, the California Utility Allowance Calculator can be used by qualified professionals approved by the California Tax Credit Allocation Committee to calculate project-specific utility allowances.

Interested parties can download the California Utility Allowance Calculator below:

> Download the California Utility Allowance Calculator User Guide (MS Word file, 76kb) at:
> http://www.gosolarcalifornia.org/affordable_housing/cuac/CUAC_User_Guide.pdf

> Download the ZIP file containing the California Utility Allowance Calculator (ZIP File, 3.4 MB) at:
> http://www.gosolarcalifornia.org/affordable_housing/cuac/CUAC.zip

> Download the Weighted Average Workbook (Excel file, 396 kb) at:
> http://www.gosolarcalifornia.org/affordable_housing/cuac/WeightedMeanWorksheets.xls

The California Utility Allowance Calculator requires a Windows-based computer with the Microsoft Access Database software program. To run the program, follow these instructions:

1. Create a folder in your computer's "C" drive with the name "California Utility Allowance Calculator."

2. Download the California Utility Allowance Calculator .zip file from above (right click the link) into the new "California Utility Allowance Calculator" folder on your C drive.
3. Unzip the files from the California Utility Allowance Calculator .zip file.
4. Run the file "UACTool-Rev23.mdb" in Microsoft Access.

Public Participation

The Energy Commission's Public Adviser's Office provides the public assistance in participating in Energy Commission activities. If you want information on how to participate in this forum, please contact the Public Adviser's Office at (916) 654-4489 or toll free at (800) 822-6228, by FAX at (916) 654-4493, or by e-mail at [PublicAdviser@energy.state.ca.us]. If you have a disability and require assistance to participate, please contact Lou Quiroz at (916) 654-5146 at least five days in advance.

Please direct all news media inquiries to the Media and Public Communications Office at (916) 654-4989, or by e-mail at [mediaoffice@energy.state.ca.us]. For technical questions on the subject matter, please call Adrian Ownby at (916) 651-3008 or e-mail at [aownby@energy.state.ca.us].

WebEx Broadcast Only for the March 10, 2009 Meeting:

You can participate in this meeting through WebEx, the Energy Commission's on-line meeting service.

Topic: California Utility Allowance Calculator Training Session
Date: Tuesday, March 10, 2009
Time: 1:00 pm, Pacific Daylight Time
Meeting Number: 922 944 846
Meeting Password: CUAC @0310

Please click the link below to see more information about the meeting, including its agenda, or to join the meeting.

To Join the March 10 Online Meeting:

1. Go to [https://energy.webex.com.]
2. Enter your name and email address.
3. Enter the meeting password: CUAC@0310
4. Click "Join Now."
5. Follow the instructions that appear on your screen.

To Join the March 10 Teleconference Only:
1. Provide your phone number when you join the meeting to receive a call back. Or, call the number below and enter the meeting number.
2. Call-in toll-free number (US/Canada): (866) 469-3239

3. Call-in toll number (US/Canada): (650) 429-3300
4. Global call-in numbers:
   [https://energy.webex.com/energy/globalcallin.php?serviceType=MC&ED=109255222&tollFree=1].
5. Toll-free dialing restrictions: http://www.webex.com/pdf/tollfree_restrictions.pdf (PDF file).

For Assistance for the March 10 Meeting:

1. Go to https://energy.webex.com/energy/mc
2. On the left navigation bar, click "Support."

Or contact: Adrian Ownby at (916) 654-4163 or by e-mail at [aownby@energy.state.ca.us].

To upload this meeting to your calendar program (for example Microsoft Outlook), click this link:
[https://energy.webex.com/energy/j.php?ED=114497872&UID=483195552&ICS=MS&LD=1&RD=2&ST=1&SHA2=VuAgAPJ/7o58v9xiLxmaGPP2NBubvIIizqJ-Nrpdehs=].

WebEx will automatically set up Meeting Manager for Windows the first time you join a meeting. To save time you should set up prior to the meeting by clicking this link:
[https://energy.webex.com/energy/meetingcenter/mcsetup.php].

The playback of UCF (Universal Communications Format) rich media files requires appropriate players. To view this type of rich media file in the meeting, please make sure you have the players installed on your computer by going to
[https://energy.webex.com/energy/systemdiagnosis.php].

Note: California Energy Commission's formal name is State Energy Resources Conservation and Development Commission.