

CaISHAPE

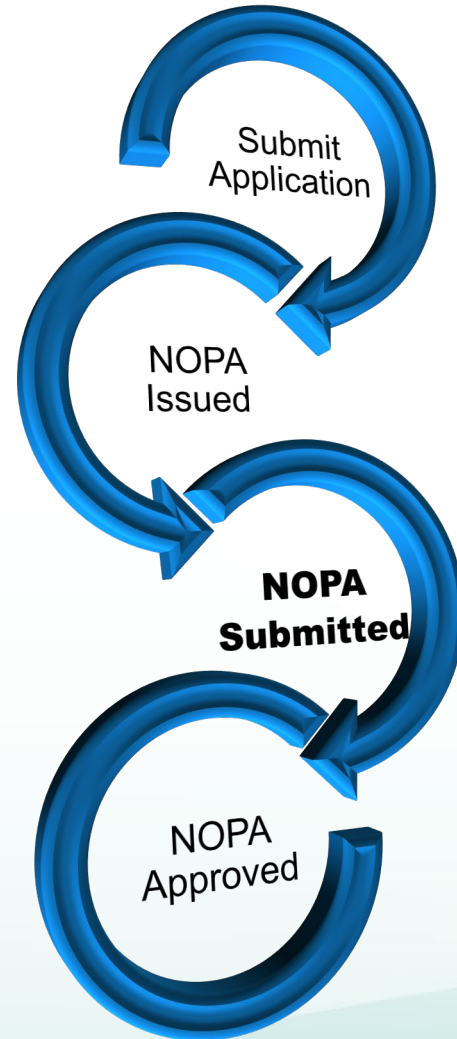
Now That you Have Your NOPANext Steps



September 2023



Road to Funding





Reminder:

**Funds are not reserved
until NOPA documents
have been submitted and
approved**



NOPA Issued

- Complete STD-204 Payee Data form (2/2022)
- Complete Board Resolution
- Complete the Grant Agreement and have it signed by an authorized LEA Representative who is listed on the Board Resolution
- Upload all documents to your application
- Templates for the STD-204 and Board Resolution are available on the CalSHAPE webpage: <https://www.energy.ca.gov/programs-and-topics/programs/california-schools-healthy-air-plumbing-and-efficiency-program>



NOPA Submitted

- You will receive a system-generated e-mail confirming your documents were submitted
- If CalSHAPE staff has questions about submitted information, or if an error was made, staff may request corrections via e-mail
- After all corrections have been made resubmit the documents for staff review
- Once NOPA documents are approved funds will be reserved and issued