This form is an optional checklist to help applicants compile the application package.

It is **not** required to be submitted.

|  |  |
| --- | --- |
| **Attachment Number** | **Title of Section** |
| 1 | **Application Questionnaire** – Did you complete the following?  The application is only for eligible technologies listed. Technologies not listed are ineligible.  Project Location identified for each plant included in the application.  Funding is within the minimum and maximum amounts and is consistent with the Budget (Attachment 5).  Match funding amount and sources are listed, are consistent with the Budget (Attachment 5), and match the Commitment Letters (Attachment 7).  Estimated energy use, GHG emissions, and savings are provided and consistent wifh information from the Project Narrative (Attachment 2), items 3a, 3b, and 3c. |
| 2 | **Project Narrative**: Did you answer all sections since the responses will be the basis for the scoring of the proposal?  Technical Merit and Need  Technical Approach  Impacts and Benefits - complete this section using the results from FPIP Benefits Calculator (Attachment 8)  Market Potential and Information Sharing  Indicate whether the equipment will be purchased from a California-based vendor.  Priority populations-justify that the project meets the requirements  Electric Grid Benefits – justify and give analysis of all potential benefits to the electrical grid. |
| 3 | **Scope of Work Template**: Did you complete the sections indicated in blue?   * All Task 1 tasks are boilerplate—**do not change** * Revise and add to the Task 2 tasks as needed. |
| 4 | **Project Schedule**: Did you complete your schedule based on your project term, and does it match the deliverables from your Scope of Work (Attachment 4) |
| 5 | **Budget Form:** Did you complete the Prime Budget (Attachment 5)? Only complete the non-greyed areas. Read Instructions  Attachment 4 Prime Budget Form   * + Category Budget –complete organization name and equipment cost to California vendors.   + Equipment – provide equipment description, purpose and cost, and amount of CEC funds requested.   + Subrecipients – indicate subrecipient costs if M&V or design engineering work will be done by the subrecipient.   + **Ensure each Subrecipient cost does not exceed $100,000 of CEC funds**. |
| 6 | Did you complete the CEQA Compliance Form (Attachment 5)? The form must be completed even if the project is exempt. If exempt did you attach exemption from a local agency? |
| 7 | Will you provide commitment letter(s) from all those that will provide match funds, including from your own company, **by the due date listed in the Solicitation Manual**? These letters should be consistent with the match amount stated in the application. |
| 8 | Did you complete FPIP Benefits Calculator (Attachment 8)? |
| 9 | Did you sign the Applicant Declaration form (Attachment 9)? |