



# **GFO-24-605 Pre-Application Workshop**

Technical Assistance for Zero-Emission Vehicle Infrastructure Funding

Fuels and Transportation Division

December 16, 2024 | 10:00 am



# Workshop Agenda

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- Welcome and Introduction
  - Diversity Survey
- Solicitation Overview
  - Clean Transportation Program
  - Purpose
  - Process
  - Project and Applicant Eligibility and Requirements
- Application Components
- Application Evaluation
- Application Submittal
- Questions & Answers
- Next Steps
- Adjourn



# Housekeeping

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- Workshop is recorded on Zoom
- [GFO-24-605 Technical Assistance for ZEV Infrastructure Funding Webpage](https://www.energy.ca.gov/solicitations/2024-11/gfo-24-605-technical-assistance-zero-emission-vehicle-zev-infrastructure)
  - <https://www.energy.ca.gov/solicitations/2024-11/gfo-24-605-technical-assistance-zero-emission-vehicle-zev-infrastructure>
- Virtual participation via Zoom or telephone during the Q&A period
- Written Questions to the Commission Agreement Officer  
Laura Williams, email: [Laura.Williams@energy.ca.gov](mailto:Laura.Williams@energy.ca.gov)  
Subject: GFO-24-605  
Q&A Deadline: Tuesday, January 7, 2025, by 5:00 PM



# Commitment to Diversity

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The CEC adopted a resolution strengthening its commitment to diversity in our funding programs. The CEC continues to encourage disadvantaged and underrepresented businesses and communities to engage in and benefit from our many programs.

To meet this comment, CEC staff conducts activities to:

- Engage with disadvantaged and underrepresented groups throughout the state;
- Notify potential new applicants about the CEC's funding opportunities;
- Assist applicants in understanding how to apply for funding from the CEC's programs;
- Survey participants to measure progress in diversity outreach efforts.





# Diversity Survey



## One Minute Survey

The information supplied will be used for public reporting purposes to display anonymous overall attendance of diverse groups.

Zoom Participants, please use the link in the chat to access the survey or scan the QR code on the left of the screen with a phone or tablet to access the survey.

Survey will be closed at the end of the day.

Scan the code on a phone or tablet with a QR reader to access the survey.

[Survey Link](https://forms.office.com/Pages/ResponsePage.aspx?id=RBI6rPQT9k6NG7qicUgZTtQ-G7GrbGJFmZJPv38ckjJUNehPUDJNQ0gzSUhXNVVPNE1GVkNESjdOTC4u): <https://forms.office.com/Pages/ResponsePage.aspx?id=RBI6rPQT9k6NG7qicUgZTtQ-G7GrbGJFmZJPv38ckjJUNehPUDJNQ0gzSUhXNVVPNE1GVkNESjdOTC4u>



# **Solicitation Overview**

GFO-24-605

Technical Assistance for Zero-Emission Vehicle Infrastructure Funding



# Clean Transportation Program

- Established in 2007 by Assembly Bill 118
- Extended to July 1, 2035, by Assembly Bill 126 (2023)
- Provides approximately \$100 million of funding per year
- Investment Plan determines funding allocations across various categories

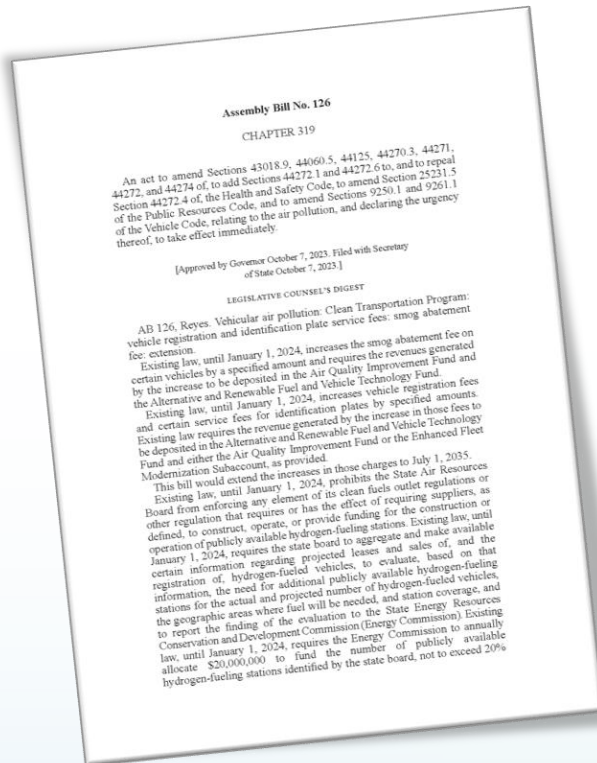


Photo by Unknown author licensed under [CC BY-NC](#).



# Purpose of Solicitation

- Competitive grant solicitation
- Seeking one or more third-party implementers to provide technical assistance (TA) for communities eligible to seek federal and state funding for zero-emission vehicle (ZEV) infrastructure
- **Goals:**
  - ✓ Assist in identifying grant opportunities
  - ✓ Support successful application development and submittal
  - ✓ Support project implementation





# Available Funding and Maximum Award

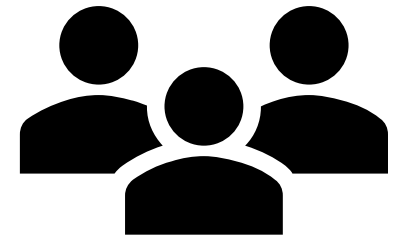
- Total of \$4 million is available under this solicitation
  - CEC reserves the right to increase
- Maximum grant award per project is \$2 million
- Applicants are not required to provide match funding





# Eligible Applicants

- Eligible: California Native American tribes, California Tribal Organizations, and all public and private entities
- Ineligible: Investor-owned utilities
- Applicants are only eligible to submit one application
- Applicants should not be listed as a major subrecipient on other applications



Applicants must accept the Terms and Conditions, without negotiation



# Applications and Awards

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- The CEC will screen and score applications.
- The projects with the highest overall ranking and at least the minimum passing score will be recommended for funding until all funds available under this solicitation are exhausted.
- If remaining solicitation funds are insufficient to fully fund a grant proposal, the CEC reserves the right to recommend partially funding that proposal.



# Project Requirements

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The Technical Assistance (TA) provider will be required to perform the following tasks:

- Application and selection mechanism
- Outreach plan and community engagement
- Administrative support
- Grant readiness and eligibility support
- Implementation and compliance support
- Final Report and assessment



# Beneficiaries of the Technical Assistance

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Eligible recipients for TA:

- California Native American tribes
- California Tribal Organizations
- Community-Based Organizations
- Faith-Based Organizations
- Local governments located in or providing benefit to Justice40-, disadvantaged-, or low-income communities in California

All TA recipients are subject to the review and approval of the CEC.





# Project Costs

## Eligible Project Costs

- Public outreach
- Assisting TA recipients in understanding grant requirements and project implementation
- Partnership engagement
- Grant writing assistance
- Data quantification

## Ineligible Project Costs

- Forgone Profit or Rent
- Discounted or Refunded Equipment Costs
- Forgone Salary, Fringe, Indirect or Other Types of Cost
- Software development
- Procurement, installation, commissioning, operation, or maintenance of vehicles, ZEV charging, or ZEV refueling infrastructure



# Solicitation Timeline

Solicitation  
Release  
**November 25,  
2024**

Pre-Application  
Workshop  
**December 16,  
2024**

Applications  
Due  
**February 28,  
2025**

Notice of  
Proposed  
Awards  
**May 2025**

CEC Business  
Meeting  
**Quarter 3,  
2025**

Project Start



# **Application Components**

GFO-24-605

Technical Assistance for Zero-Emission Vehicle Infrastructure Funding



# Application Content

## Application Components:

Item	Solicitation Attachment#
Project Narrative	Attachment 1
Scope of Work	Attachment 2
Schedule of Products and Due Dates	Attachment 4
Budget Forms	Attachment 5
Resumes	Attachment 6
Contact List	Attachment 7
Letters of Commitment/Support	Attachments 8 & 9
CEQA Worksheet	Attachment 10
Past Performance Reference Form(s)	Attachment 11
Applicant Declaration	Attachment 12

Solicitation Manual p. 19

## GFO-24-605 Solicitation Website:

SOLICITATION FILES	
	<a href="#">00 GFO-24-605 Application Manual ada.docx</a>
	<a href="#">01 GFO-24-605 Att 01 Project Narrative ada.docx</a>
	<a href="#">02 GFO-24-605 Att 02 Scope of Work ada.docx</a>
	<a href="#">03 GFO-24-605 Att 03 Scope of Work Instructions ada.docx</a>
	<a href="#">04 GFO-24-605 Att 04 Schedule of Products and Due Dates ada.xlsx</a>
	<a href="#">05 GFO-24-605 Att 05 Proposal Budget Template ada.xlsm</a>
	<a href="#">06 GFO-24-605 Att 06 Resumes ada.docx</a>
	<a href="#">07 GFO-24-605 Att 07 Contacts List ada.docx</a>
	<a href="#">08 GFO-24-605 Att 08 Letters of Commitment ada.docx</a>
	<a href="#">09 GFO-24-605 Att 09 Letters of Support optional ada.docx</a>
	<a href="#">10 GFO-24-605 Att 10 CEQA Worksheet ada.docx</a>
	<a href="#">11 GFO-4-605 Att 11 Past Performance Reference Form ada.docx</a>
	<a href="#">12 GFO-24-605 Att 12 Applicant Declaration ada.docx</a>
	<a href="#">13 GFO-24-605 Att 13 Special Terms and Conditions for Tribes ada.docx</a>



# Project Narrative (Attachment 1)

## Outline

- Table of contents
  - Project description
  - Goals and objectives
  - Evaluation criteria:
    1. Teams Qualifications and Experience
    2. Project Implementation and Readiness
    3. Project Budget and Cost Effectiveness
    4. Community Benefits
- 15-page limit, not including the table of contents
- Use 11-point font, single-spaced and a blank line between paragraphs

a. **Team Qualifications and Experience**

- 1) Describe the project team's qualifications (including relevant expertise, experience, and skill sets) and suitability to the tasks described in the project requirements.

**E. EVALUATION CRITERIA**

Criterion	Possible Points
<b>1. Team Experience and Qualifications</b> Applications will be evaluated on the degree to which: <ul style="list-style-type: none"><li>• The project team's qualifications (including relevant expertise, experience, and skill sets) are suitable to the tasks described in the proposed Scope of Work.</li><li>• The project team has more than 36 months of experience in one or more of the following: providing capacity building support or TA activities in projects and programs related to zero-emission</li></ul>	35





# Scope of Work (Attachment 2)

- Applicants must complete Attachment 2
- Describe exactly what the project will accomplish
- Identify what will be delivered to the CEC
- Be sure to include in the technical tasks:
  - At least one product deliverable per task

**Attachment 2**  
**Exhibit A**  
**SCOPE OF WORK**

**TECHNICAL TASK LIST**  
*<Insert the Task numbers and Task names for your Agreement. Applicants may leave the CPR column blank.>*

Task #	CPR	Task Name
1		Administration
2		<Insert Task Name>
3		<Insert Task Name>
<Etc.>		<Insert Task Name>
<Etc.>		<Insert Task Name>
<Second to Last Task>		Data Collection and Analysis
<Last Task>		Project Fact Sheet

**KEY NAME LIST**  
*<Insert the Task numbers and the Key names for each Task in your Project. Include Key names only if the value of the project would significantly change without those personnel, subcontractors, or partners. Add additional lines as needed. Alternatively, you may delete this table if there are no key names.>*

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	<Name>	<Name>	<Name>
2	<Name>	<Name>	<Name>
3	<Name>	<Name>	<Name>
<Etc.>	<Name>	<Name>	<Name>

**GLOSSARY**  
*Specific terms and acronyms used throughout this scope of work are defined as follows:*

Term/ Acronym	Definition
AB	Assembly Bill

November 2024  
Page 1 of 15  
Attachment 2 - Scope of Work  
GFO-24-605  
Technical Assistance  
for ZEV Infrastructure Funding



# Schedule of Products and Due Dates (Attachment 4)

Identify due dates for deliverables (products) in the scope of work.

- Provide realistic dates on when deliverables can be completed
- Important: all work completed within six years of the agreement start date and no later than March 31, 2031

Schedule of Products and Due Dates			
Task Number	Task Name	Product(s)	Due Date
1.1	Attend Kick-off Meeting		
		Updated Schedule of Products	<Insert Date>
		Updated List of Match Funds	<Insert Date>
		Updated List of Permits	<Insert Date>
		Written Statement of Match Share Activities	<Insert Date>
		Kick-Off Meeting Agenda (CEC)	<Insert Date>
1.2	Critical Project Review Meetings		
		CPR Report	<Insert Date>
	1st CPR Meeting	CPR Meeting Agenda (CEC)	<Insert Date>
		Schedule for written determination (CEC)	<Insert Date>
		Written determination (CEC)	<Insert Date>
	<Add as many CPRs as required>	<Utilize same products as 1st CPR Meeting>	<Insert Date>
		<Utilize same products as 1st CPR Meeting>	<Insert Date>
1.3	Final Meeting		
		Written documentation of meeting agreements	<Insert Date>
		Schedule for completing closeout activities	<Insert Date>
1.4	Monthly Calls		
		Email to CAM concurring with call summary notes	Within 5 days of receipt
1.5	Quarterly Progress Reports		
		Quarterly Progress Reports	10th calendar day of each January, April, July, and October during the approved term of this Agreement
1.6	Final Report		
		Outline of the Final Report	<Insert Date>
		Draft Final Report	<Insert Date>
		Final Report (no less than 60 days before the end term of the agreement)	<Insert Date>
1.7	Identify and Obtain Match Funds (if applicable)		
		A letter regarding match funds or stating that no match funds are provided	<Insert Date>
		Copy(ies) of each match fund commitment letter(s) (if applicable)	<Insert Date>
		Letter(s) for new match funds (if applicable)	Within 10 days of identifying new match funds
		Letter that match funds were reduced (if applicable)	Within 10 days of identifying reduced funds
1.8	Identify and Obtain Required Permits (if applicable)		
		Letter documenting the permits or stating that no permits are required	<Insert Date>



# Budget Forms (Attachment 5)

- Follow Budget Instructions
- Identify how CEC funds and match funds will be spent to complete the project
- For more information on the CEC budget forms, visit the [CEC ECAMS Resources](https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources) at <https://www.energy.ca.gov/funding-opportunities/funding-resources/ecams-resources>

PROPOSAL BUDGET			
Category Budget			
Grant Funding Number	GFO-24-605		
Name of Organization	ABC company		
Select Recipient or Subrecipient			
Select your organization's California Business Certifications			
Cost Category	CEC Share	Match Share	Total
Direct Labor	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -
Total Labor	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
Materials/Miscellaneous	\$ -	\$ -	\$ -
Subrecipients/Vendors	\$ -	\$ -	\$ -
Total Other Direct Costs	\$ -	\$ -	\$ -
Indirect Costs	\$ -	\$ -	\$ -
Profit (not allowed for grant recipients)	\$ -	\$ -	\$ -
Total Indirect and Profit	\$ -	\$ -	\$ -
Grand Totals	\$ -	\$ -	\$ -
Total CEC Reimbursable Funds Spent in California or Paid to California-Based Entities (if applicable)	\$ -		
Percentage of CEC Reimbursable Funds Spent in California or Paid to California-Based Entities			



# Resumes (Attachment 6)

- Applicants must include resumes for key personnel identified in the application
  - Resumes are limited to a maximum of 2 pages each
- “Key personnel” are individuals who are critical to the project due to their experience, knowledge, and/or capabilities.

## FIRST LASTNAME

Construction Worker  
Seattle, WA  
firstlast@email.com  
555-555-5555

Effective at using forklift's, hand trucks and pallet jacks to move merchandise. Skilled at inspecting stock, tagging product and updating computer tracking systems. Well-versed in warehouse operations, inventory audits and loading and unloading procedures.

Eligible to work for any employer in the U.S.

## WORK EXPERIENCE

### Construction Worker

NewCompany January 2018 to Present

Unpacked and assembled all new merchandise using variety of power tools and lean manufacturing. Heavy Lifting. Measuring. Organize Building Materials. Read and Interpret Drawings. Safety. Supported technicians in equipment maintenance and repair. Organized Warehouse Operations.

### Crew Lead

CompanyCo, Inc July 2017 to December 2017

Trained employees so that they were well-educated in time management and the proper ways to complete their job duties. Utilized all machinery and equipment while observing various safety precautions and practices. Ensured that job tasks were completed to standards and in accordance with company guidelines. Maintained the job site on a daily basis and checked to see that all trash and refuse was removed. Completed daily forklift safety checklists. Located proper slots on storage racks and set pallets in place with forklift and pallet jack.

## EDUCATION

### High school or equivalent

Ged Program - NewCity, NC  
April 2015 to February 2016



# Contact List (Attachment 7)

- Applicants must include contact information for the project's Project Manager, Administrator, and Accounting Officer.
  - The CEC will complete the CEC points of contact during agreement development
- Complete the **blue text** in the right-hand column.

## Attachment 07 CONTACT LIST

Please complete the information in the "Recipient" column.

California Energy Commission	Recipient
<b>Commission Agreement Manager:</b> <i>(Progress Reports and Non-Confidential Products may be emailed to the CAM or uploaded into ECAMS with Invoice.)</i>  (TBD by Commission) California Energy Commission 715 P Street, MS-6 Sacramento, CA 95814 Phone: (916) XXX-XXXX e-mail:	<b>Project Manager:</b> Name Company Name Street Address City, State ZIP Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:
<b>Commission Agreement Officer:</b> [CAO Name] California Energy Commission Contracts, Grants, and Loans Office 715 P Street, MS-18 Sacramento, CA 95814 Phone: (916) XXX-XXXX	<b>Administrator:</b> Name Company Name Street Address City, State ZIP Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:
<b>Invoices:</b>  Please submit electronic invoices in ECAMS:  <a href="https://ecams.energy.ca.gov/s/login/">https://ecams.energy.ca.gov/s/login/</a>	<b>Accounting Officer:</b> Name Company Name Street Address City, State ZIP Phone: (XXX) XXX -XXXX Fax: (XXX) XXX -XXXX e-mail:





# Letters of Commitment (Attachment 8)

- Applicants must include a letter of commitment from each match fund source (if applicable) as well as key project partners
  - Key Project Partners: must demonstrate their ability to fulfill identified roles
  - Match Share Contributors: must identify intended amount of match committed, the funding sources, and contact information
- Limit of two pages per letter





# Letters of Support (Attachment 9)

- Optional
- Applicants are encouraged to submit letter(s) of support that substantiate the demand and/or benefits of the project
- Third-party letters of support can be provided by (but are not limited to): air districts, state or federal agencies, local safety officials, potential project users, etc.
- Limit of two pages per letter





# CEQA Worksheet (Attachment 10)

- Applicants must complete Attachment 10
- The CEC requires this information to assist in making its own CEQA determination

## ATTACHMENT 10

### CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) WORKSHEET

The California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) requires public agencies to identify the significant environmental impacts of their actions and to avoid or mitigate them, if feasible.<sup>1</sup> Under CEQA, an activity that may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment is called a "project." (Public Resources Code § 21065.) Approval of a contract, grant, or loan may be a "project" under CEQA if the activity being funded may cause a direct physical change or a reasonably foreseeable indirect physical change in the environment. Agencies must comply with CEQA before they approve a "project." This can include preparing a Notice of Exemption or conducting an Initial Study and preparing a Negative Declaration, a Mitigated Negative Declaration, or, if there are significant impacts, an Environmental Impact Report.

The Lead Agency is the public agency that has the greatest responsibility for preparing environmental documents under CEQA, and for carrying out, supervising, or approving a project. Where the award recipient is a public agency, the Lead Agency is typically the recipient. Where the award recipient is a private entity, the Lead Agency is the public agency that has greatest responsibility for supervising or approving the project as a whole.<sup>2</sup> When issuing contracts, grants or loans, the Energy Commission is typically a "Responsible Agency" under CEQA, which means that it must make its own CEQA findings based on review of the Lead Agency's environmental documents. If the Energy Commission is the only public agency with responsibility for approving the project, then the Energy Commission must act as the Lead Agency and prepare its own environmental documents before approving the project.

This worksheet will help the Energy Commission determine what kind of CEQA review, if any, is necessary before it can approve the award, and which agency will be performing that review as a Lead Agency. Please answer all questions as completely as possible. It may also help you to think through the CEQA process necessary for your proposed project. The Energy Commission may request additional information in order to clarify responses provided on this worksheet.



# Past Performance Reference Form (Attachment 11)

- Applicants must provide references for:
  - Agreements with the CEC within the last 10 years
  - The five most recent agreements with other public agencies received within the past 10 years
- Include a contact person name and phone number or email address. References may be contacted by CEC staff
- Fill out a **separate** Past Performance Reference Form for each agreement reference
- Applicants with no previous agreements, please explain in the Project Narrative

Name of Organization	
Address	
Contact Name	
Contact Title	
Contact Phone Number (or Email)	
Title of Project	
Agreement Number or Other Unique Identifier	
(For projects that did not complete (or timely complete) project objectives) Describe the challenges faced, what led to those challenges and indicate whether those challenges were within the Applicant's control.	
Describe any severe audit findings and how they were ultimately addressed and resolved.	
Describe the final outcome of the project.	



# Applicant Declaration (Attachment 12)

Applicants must complete Attachment 12 for the application to be considered complete.

## ATTACHMENT 12 Applicant Declaration

As of the date of the application deadline for Energy Commission solicitation GFO-24-605, the entity submitting this application (Applicant):

- Is not delinquent on any federal, state, or local tax payments; and
- Has not had its California business registration status suspended by the California Franchise Tax Board within the last 7 years; and
- Has not filed for bankruptcy in the last 10 years; and
- Is not currently planning to file for bankruptcy; and
- Is registered to do business in California, which typically means with the California Secretary of State, and such registration is in good standing; and
- Is not currently being sued by any entity (public or private) or individual, and is not aware of any information that reasonably indicates it may be sued by any entity or individual during the proposed agreement term, that in either case might reasonably be expected to materially impact the applicant's ability to perform the proposed project; and
- Is in compliance with the terms of all settlement agreements, if any, entered into with the Energy Commission or another government agency or entity; and
- Is in compliance with all judgments, if any, issued against the Applicant in any lawsuit or other matter to which the Energy Commission or another government agency is a party; and
- Is complying with any demand letter made on the Applicant by the Energy Commission or another government agency; and
- Is not in active litigation with the Energy Commission regarding the Applicant's actions under a current or past contract, grant, or loan with the Energy Commission.

For the Applicant, and having authority to do so, I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct:

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

November 2024  
Rev. 04/2022

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GFO-24-605  
Technical Assistance for  
ZEV Infrastructure Funding





# Terms and Conditions

- [Funding Resources webpage](https://www.energy.ca.gov/funding-opportunities/funding-resources) at <https://www.energy.ca.gov/funding-opportunities/funding-resources>
- Terms and conditions related to conflicts of interest, under development
- Special Terms and Conditions for California Native American tribes and California Organizations Serving California Native American tribes with Sovereign Immunity

## TERMS AND CONDITIONS

### 1. Grant Agreement

This project is being funded with a grant from the California Energy Commission's (Energy Commission) Clean Transportation Program.

This Agreement is comprised of the grant funding award, the Terms and Conditions, and all attachments. These Terms and Conditions are standard requirements for grant awards. The Energy Commission may impose additional special conditions in this grant Agreement that address the unique circumstances of this project. Special conditions that conflict with these standard provisions take precedence.

The Recipient's authorized representative shall sign all copies of this Agreement and return all signed packages to the Energy Commission's Grants and Loans Office within 30 days. Failure to meet this requirement may result in the forfeiture of this award. When all required signatures are obtained, an executed copy will be returned to the Recipient.

The term of this Agreement or the Agreement Period is the length of this Agreement between the Energy Commission and the Recipient. Project means Recipient's specific project that is funded in whole or in part by this Agreement. The Recipient's project may coincide with or extend outside the Agreement Period.

All reimbursable work and/or the expenditure of funds must occur within the approved term of this Agreement. The Energy Commission cannot authorize any payments until all parties sign this Agreement.

### 2. Documents Incorporated by Reference

The documents below are incorporated by reference into this Agreement. These terms and conditions will govern in the event of a conflict with the documents below, with the exception of the documents in subsection (f). Where this Agreement or California laws and regulations are silent or do not apply, the Energy Commission will use the federal cost principles and acquisition regulations listed below as guidance in determining whether reimbursement of claimed costs is allowable. Documents incorporated by reference include:

**Solicitation Documents** (if award is made through a competitive solicitation)

- The funding solicitation under which this Agreement was awarded
- The Recipient's proposal submitted in response to the solicitation

**Federal Cost Principles** (applicable to state and local governments, Indian tribes, institutions of higher education, and nonprofit organizations)

- 2 Code of Federal Regulations (CFR) Part 200, Subpart E (Sections 200.400 et seq.)



# **Application Evaluation**

GFO-24-605

Technical Assistance for Zero-Emission Vehicle Infrastructure Funding



# How Will My Application Be Evaluated?

## Stage One: Application Screening

- Administrative Screening Criteria (Pass/Fail)
- Technical Screening Criteria (Pass/Fail)

Applicants must pass all screening criteria, or the application shall be disqualified and eliminated from further evaluation.

## Stage Two: Application Technical Evaluation and Scoring



# Administrative Screening Criteria

Criteria	Pass/Fail
1.The application is received by the due date and time specified in the “Key Activities Schedule” in Section I of this solicitation.	Pass or Fail
2. The Applicant has not included a statement that is contrary to the required authorizations and certifications when submitting in ECAMS.	Pass or Fail



# Technical Screening Criteria

Criteria	Pass/Fail
1. The Applicant is an eligible Applicant.	Pass or Fail
2. The project is an eligible project.	Pass or Fail
3. The Applicant passes the past performance criterion.	Pass or Fail



# Past Performance Screening

1. An Applicant may be disqualified due to **severe performance issues** characterized by significant negative outcomes under one or more prior or active CEC agreement(s) within the last 10 years.
2. Any Applicant that does not have an active or prior agreement equates to no severe performance issues and therefore would pass this screening criteria.



# Application Technical Evaluation and Scoring

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- The Evaluation Committee applies the scoring scale to the evaluation criteria.
- Applications must obtain a minimum passing score of **70%** to be considered for funding.
- Review Section IV of the solicitation manual and ensure the application provides a clear and complete response to all scoring criteria.





# Application Evaluation and Scoring

Scoring Criterion	Possible Points
1. Team Experience and Qualifications	35
2. Project Implementation and Readiness	35
3. Project Budget and Cost Effectiveness	15
4. Community Benefits	15
<b>Total Possible Points</b>	<b>100</b>
<b>Minimum Points to Pass (70%)</b>	<b>70</b>



# **Team Experience and Qualifications (35 points)**

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- Relevant expertise in zero-emission transportation, community engagement, and equity
- 36+ months experience in capacity building or TA activities for ZEV-related projects, community engagement, or direct assistance for underrepresented communities and individuals
- 24+ months experience working directly with Justice40, disadvantaged, low-income communities, California Native American tribes, or California Tribal Organizations on developing funding applications, grant writing, or conducting public outreach
- Proven track record in grant writing, project coordination, and ZEV infrastructure management
- Commitment to equity, environmental justice, and cultural competency
- Experience managing contracts, reporting, and translating materials



# **Project Implementation and Readiness (35 points)**

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- Feasibility and risk mitigation for successful project implementation
- Clear, reasonable project schedule with milestones
- Approach will result in a diverse pool of TA recipients, including California Native American tribes and Justice40 communities
- Approach to individualized TA support and partnership building
- Alignment with previous TA programs to enhance capacity for future projects



# **Project Budget and Cost Effectiveness (15 points)**

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- The proposed budget is justified and reasonable relative to the project goals, objectives, and tasks.
- The Applicant addresses and mitigates potential risks and budget contingencies.
- Administrative and overhead costs are minimized.
- The proposed project is fiscally sustainable and will continue beyond the term of the CEC's funding agreement.
- Internal controls and processes to ensure complete and accurate accounting of project funds and proper invoicing and payment of bills are documented and verifiable.



# Community Benefits (15 points)

- The proposed project will benefit California Native American tribes, Justice40-, disadvantaged-, or low-income- communities in California.
- Community engagement initiatives/activities will target California Native American tribes, California Tribal Organizations, community-based organizations, faith-based organizations, and local governments located in or providing benefit to Justice40-, disadvantaged-, or low-income communities in California.
- The proposed project has documented support from tribal entities, community organizations, faith-based organizations, or local governments.



# **Application Submittal**

GFO-24-605

Technical Assistance for Zero-Emission Vehicle Infrastructure Funding



# GFO Submission Requirements (ECAMS)

- Applications will be submitted through the [Energy Commission Agreement Management System \(ECAMS\)](https://ecams.energy.ca.gov/) available at <https://ecams.energy.ca.gov/>
- **Applicants must have or create a user account to apply for this solicitation.** To create an account, please see the guidance document titled [User Registration Instructions](#)
- Note: One account manager per organization, but users can be added by account manager

A screenshot of the Energy Commission Agreement Management System (ECAMS) login page. The page has a blue header with the California Energy Commission logo and a "Contact Us" link. Below the header, the title "Energy Commission Agreement Management System" is displayed. The login form consists of two input fields: "Username" and "Password", each with a small icon (a person for username, a lock for password). Below these fields is a blue "Log In" button. At the bottom of the form, there are two links: "Forgot your password?" and "New User Sign Up?". The footer of the page contains links for "Back to Top", "Conditions Of Use", "Privacy Policy", and "Contact Us".





# GFO Submission Requirements

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- Application documents should meet formatting requirements and page limits provided in the solicitation manual
- Applicants will be required to upload all attachments marked "required" in the system for the application to be submitted



# Proposal Budget (ECAMS)

## OPTION 1

- Applicants enter budget information directly into ECAMS for Prime Applicant ONLY and upload Excel Attachment 4 for both Prime and Major Subrecipient(s)

Direct Labor - Hourly

Job Classification:  Highest Estimated Labor Rate (\$ per hour):  # of Hours:

\* CEC Share Value:  \* Match Share Value:

☐ Include Indirect Cost ☐ Include Profit

☐ Add more Direct Labor

## OPTION 2

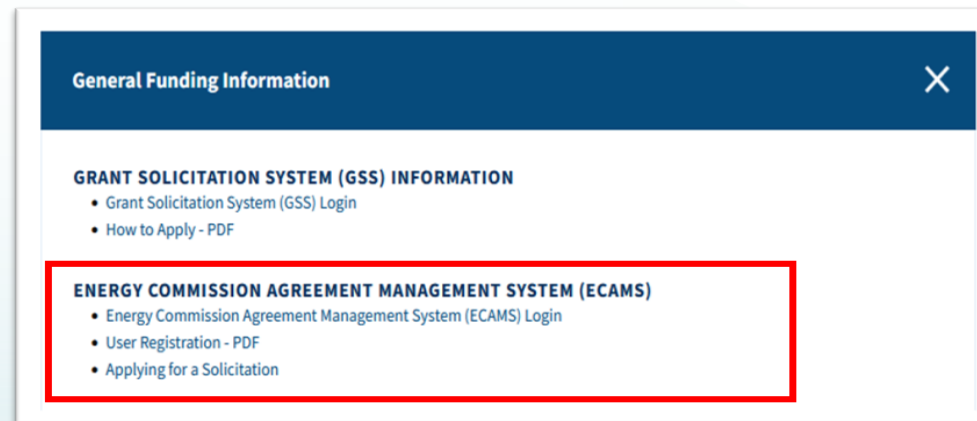
- Upload all budgets (Prime and Major Subrecipients) as MS Excel attachments

2	PROPOSAL BUDGET			
3	Category Budget			
4	Agreement Number	GFO-21-603		
5	Name of Organization	Organization Name		
6	Select Recipient or Subrecipient			
7	Select your company's California Business Certifications			
8	Cost Category	CEC Share	Match Share	Total
9	Direct Labor	\$ -	\$ -	\$ -
10	Fringe Benefits	\$ -	\$ -	\$ -
11	Total Labor	\$ -	\$ -	\$ -
12	Travel	\$ -	\$ -	\$ -
13	Equipment	\$ -	\$ -	\$ -
14	Materials/Miscellaneous	\$ -	\$ -	\$ -
15	Subrecipients/Vendors	\$ -	\$ -	\$ -
16	Total Other Direct Costs	\$ -	\$ -	\$ -
17	Indirect Costs	\$ -	\$ -	\$ -
18	Profit (not allowed for grant recipients)	\$ -	\$ -	\$ -
19	Total Indirect and Profit	\$ -	\$ -	\$ -
20	Grand Totals	\$ -	\$ -	\$ -
21	Total CEC Reimbursable Funds Spent in California or Paid to California-Based Entities (if applicable)	\$ -	-	
22	Percentage of CEC Reimbursable Funds Spent in California or Paid to California- Based Entities			



# GFO Submission Resources (ECAMS)

- For detailed instructions on how to apply, please see the [Applying for a Solicitation](#) guidance document
- Guidance documents are available at <https://www.energy.ca.gov/funding-opportunities/funding-resources> under General Funding Information
- Questions about the ECAMS system can be sent to: [ECAMS.SalesforceSupport@Energy.ca.gov](mailto:ECAMS.SalesforceSupport@Energy.ca.gov)





# GFO Submission

## Submit applications early!

The ECAMS system will stop accepting application documents promptly at the deadline of 11:59 p.m. on **February 28, 2025**

Applications in the process of being submitted prior to the deadline will NOT be accepted after the deadline



# Key Dates

Activity	Action Date
Solicitation Release	November 25, 2024
Pre-Application Workshop	December 16, 2024
Deadline for Written Questions by 5:00 p.m.	January 7, 2025
Anticipated Distribution of Question/Answers	Week of January 27, 2025
Support for Application Submission in ECAMS by 5:00 p.m.	Ongoing until February 28, 2025
<b>Deadline to Submit Applications by 11:59 p.m.</b>	<b>February 28, 2025</b>
Anticipated Notice of Proposed Awards Posting	May 2025
Anticipated Energy Commission Business Meeting	August 2025



# Question and Answers

## Three ways to ask questions:

Please state your name and affiliation. Keep questions under 3 minutes to allow time for others.

### 1. Use the raise hand function in Zoom

Zoom Phone Controls:

- \*6 – Toggle mute/unmute
- \*9 – Raise hand

### 2. Type questions in the Zoom Q&A Box

### 3. Submit written questions

Send written questions to [Laura.Williams@energy.ca.gov](mailto:Laura.Williams@energy.ca.gov)

Deadline: January 7, 2025 by 5:00 p.m. PST

Note that an official CEC response is anticipated to be provided in writing and posted on the GFO webpage the week of January 27, 2025.



# Written Questions

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Please send all questions related to GFO-24-605 to:

**Laura Williams**

Commission Agreement Officer

715 P Street, MS-18

Sacramento, CA 95814

(916) 879-1383

E-mail: [Laura.Williams@energy.ca.gov](mailto:Laura.Williams@energy.ca.gov)

(Please add subject line: GFO-24-605)

**Deadline to submit questions: January 7, 2025, 5:00 p.m. PST**

**Deadline to submit applications: February 28, 2025, 11:59 p.m. PST**





# Next Steps

Activity	Action Date
Deadline for Written Questions by 5:00 p.m.	January 7, 2025
Anticipated Distribution of Question/Answers	Week of January 27, 2025
<b>Deadline to Submit Applications by 11:59 p.m.</b>	<b>February 28, 2025</b>
Anticipated Notice of Proposed Awards Posting	May 2025

Updates to solicitation documents will be posted on the [GFO-24-605 webpage](https://www.energy.ca.gov/solicitations/2024-11/gfo-24-605-technical-assistance-zero-emission-vehicle-zev-infrastructure) at <https://www.energy.ca.gov/solicitations/2024-11/gfo-24-605-technical-assistance-zero-emission-vehicle-zev-infrastructure>



# **Thank You!**

Applications are due February 28, 2025 by 11:59 p.m.