*Instructions: Respond to each prompt below in the designated text boxes. Please delete all blue text but leave the prompts in black text. Keep responses to each prompt concise.*

# Provide a detailed description of the technical aspects of the proposed project, including:

* **Planned Activities**: Outline the specific tasks or activities involved in the project. Be clear and detailed about what will be done, such as construction, equipment installation, testing, or other relevant steps.
* **Project Locations**: Specify the locations where these activities will take place. Include any relevant site details, such as size, zoning, or other characteristics that are critical to the project. If the project involves multiple locations, list each and describe its role in the overall plan.
* **Technical Components**: Highlight the key technical elements of the project, such as the technologies, systems, or materials that will be used. Explain how these components contribute to the project’s goals and any innovative features they include.

***Note:*** *Ensure the proposed project and components meet the requirements listed in Section I.B.3 Eligible Activities and Section I.B.4 Ineligible Activities* *of the Solicitation Manual.*

Enter Text (Suggested Max: 500 Words)

# Describe how the proposed activities will reduce the likelihood and consequences of disruptive grid events[[1]](#footnote-2). In the response, include the following details:

* **Improvements to Reliability:** Explain how the project will reduce the frequency or duration of outages, enhance service quality, or address existing system vulnerabilities. AND/**OR**
* **Improvements to Resilience:** Discuss how the project will strengthen the system’s ability to withstand or recover from disruptive grid events.
* **Supporting Data:** Provide the best available quantitative data to demonstrate the need for the project and its expected impact. Data may be attached to the end of this document. Examples of such metrics include:
  + System Average Interruption Duration Index (SAIDI)
  + System Average Interruption Frequency Index (SAIFI)
  + Customer Average Interruption Duration Index (CAIDI)
* If quantitative metrics are not available, provide other relevant data or projections that support the anticipated improvements.

***Notes:***

* *Be specific about the types of reliability and/or resilience challenges the project addresses and how the proposed activities will result in measurable benefits. Include examples or case studies if applicable.*
* *Ensure that the metrics described here align with Baseline and Expected Impact Metrics reported in the* ***Project Metrics (Attachment 09****) submission.*

Enter Text (Suggested Max: 350 Words)

# Describe how the proposed project will decrease or eliminate the extreme weather risk(s) to the electric system within the target community. Clearly outline how the proposed project activities will address one or more of the following hazards:

* + - * + Wildfire
        + Extreme Heat
        + Extreme Cold
        + Extreme Wind
        + Flooding
        + Drought
        + Precipitation

*Applicants may reference any publicly available climate risk data or assessments to demonstrate the identified risk(s), such as the* [*Cal-Adapt Analytics Engine*](https://cal-adapt.org/)*, or the California* [*Grid Resilience Report*](https://www.baringa.com/en/about/regions/north-america/california-grid-resilience-report/) *referenced in section IX.B.3 of the solicitation manual.*

Enter Text (Suggested Max: 350 Words)

# Detail how the proposed project represents the most cost-effective solution compared to alternative investments. The response should include:

* **Comparison with Alternatives:** Explain why the proposed solution is the best choice for addressing the identified extreme weather risk(s). Briefly outline the alternative solutions considered and the reasons they were not selected, focusing on factors such as cost, feasibility, and expected outcomes.
* **Cost-Effectiveness Analysis:** Provide data to demonstrate the project’s cost-effectiveness, such as:
  + Total project costs and projected long-term savings or benefits.
  + A cost-benefit analysis, including key assumptions and calculations, to quantify the return on investment.

*Focus on providing clear, well-supported data and explanations to justify why the proposed project is the optimal choice. Include any quantitative or qualitative measures that demonstrate the benefits relative to costs.*

Enter Text (Suggested Max: 350 Words)

# Explain why funding is needed for this project and how receiving this funding will support or enhance efforts related to grid resilience. The response should additionally:

* + Provide details on how the project aligns with or impacts broader plans, such as capital or investment strategies, distribution system planning, grid modernization efforts, or resource management plans.
  + Indicate whether the project would be completed without the requested funding and if receiving funding would accelerate the project timeline.

Enter Text (Suggested Max: 300 Words)

# Summarize the project team’s roles and qualifications. The response should include:

* **Key Staff and Subcontractors:** Identify key team members and any planned or identified subcontractors. Briefly describe their roles and contributions to project tasks outlined in the Scope of Work (Attachment 03).
* **Qualifications and Experience:** Highlight the relevant expertise and experience of key team members, focusing on their ability to successfully complete similar projects.
* **Capabilities to Deliver:** Provide a brief statement on the team’s capacity, resources, and readiness to complete the project on time and within budget.

*Focus on how the team’s qualifications and roles align with the project’s needs. Detailed organizational structure should be included in the required organization chart (Question 7).*

Enter Text (Suggested Max: 300 Words)

# Insert a project organization chart by replacing the example below.

* The Prime Applicant or a subcontractor can be the proposed project’s Workforce Development & Training lead.
* Only list Subcontractors, not vendors, in the organization chart.[[2]](#footnote-3)

**Figure X: Example Organization Chart**

# Describe the anticipated lead time for the project, focusing on key factors that may impact the start date. Include the following details:

* **Environmental Reviews**: Summarize the status of required environmental reviews, such as California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Indicate whether these reviews have already been completed or are still in progress. If in progress, provide the anticipated completion dates.
* **Permitting**: Describe any permits obtained or still needed for the project. Include the current status and expected timeline for securing these permits.
* **Shovel-readiness:** Describe the facilities, infrastructure, existing assets, and resources available that will allow work on the project to start right after being awarded and how they will be utilized.
* **Risk Management:** Describe key success and identify risk factors. Outline a risk management plan that explains how the project plans to manage potential risks (e.g., supply chain, environmental, construction, project cost).

***Note:***

* *A full project timeline, including all key milestones and schedules, must be submitted as****Project Schedule and Milestones (Attachment 04)****.*
* *Applications proposing projects with shorter lead times or demonstrating good progress in their environmental review process will be scored favorably.*

Enter Text (Suggested Max: 600 Words)

# Provide a detailed explanation of how the project will comply with all applicable requirements, including:

* **Prevailing Wage/Davis-Bacon Act:** Outline the approach to ensuring compliance with labor standards, such as fair wage determinations and contractor monitoring.
* **Build America, Buy America (BABA):** Describe how the project will prioritize the use of U.S.-made materials, including the strategy for sourcing and documentation.
* **State/Federal Program Reporting:** Explain the plan for meeting all reporting obligations, including the systems, tools, or personnel that will be used to track and submit required data.
  + See the CERRI Program [Quarterly Progress Report Template](https://www.energy.ca.gov/media/9027)
  + See the CERRI Program [Annual Project Metrics and Impacts Report Template](https://www.energy.ca.gov/media/9030)

*Be specific about the processes, tools, or partnerships that will be used to meet these requirements and ensure compliance throughout the project.*

Enter Text (Suggested Max: 400 Words)

# Provide an overview of the community(ies) the project aims to serve. Response should include:

* **Demographic Information**: Describe the key demographic characteristics of the community(ies), such as population size, income/employment levels, and other relevant factors.[[3]](#footnote-4)
* **Community Needs and Context**: Provide background information on the community(ies), including any challenges or needs that the project aims to address, such as energy access, environmental vulnerability, or economic development.
* **Relevant Social or Economic Factors**: Highlight any factors that make the community(ies) particularly suited for or in need of the proposed project, such as high levels of energy insecurity or historical underinvestment.

*Focus on providing a clear, concise picture of the community(ies) so that reviewers can understand the local context and how the project will make a meaningful impact.*

Enter Text (Suggested Max: 300 Words)

# Provide a description of the Community-Based Organization (CBO) and/or tribal partner(s) involved in the project. Include the following:

* **Overview of Partners:** Identify the CBO and/or tribal partner(s) by name and provide a brief overview of each organization or group. Describe their mission, focus areas, and role in the community.
* **Reason for Selection:** Explain why these partners were chosen for this project. Highlight their unique qualifications, expertise, or community connections that make them integral to achieving the project’s goals.
* **Role in the Project:** Describe the specific responsibilities and contributions of each partner in the project. Explain how their involvement supports key tasks or outcomes.

***Note:*** *Clearly identify project funding allocated for CBO partners and tasks in the* ***Budget Forms (Attachment 05)*** *and include formal documentation of CBO partners’ commitment in the* ***Commitment Letters Form (Attachment 08)****.*

Enter Text (Suggested Max: 300 Words)

# Summarize the project’s planned engagement activities and goals. Response should include:

* **Planned Activities:** Describe the specific engagement activities related to the proposed project (e.g., community input workshops, electric outage preparedness workshops, or informational sessions on project benefits). Provide a brief explanation of how these activities will support the project and impact the community.
* **Engagement Goals:** Clearly outline the objectives of the engagement activities/efforts (e.g., does the planned event aim to raise awareness about the project, gather community input on the project, or enhance electric outage preparedness?).
* If applicable, also include:
  + **Alignment with Climate or Adaptation Plans:** Explain how the project supports any existing Climate or Adaptation Plans in the target community(ies).
  + **Alignment with a Community Benefit Agreement (CBA)**: If a CBA has been negotiated, summarize how the project aligns with or fulfills its commitments.

***Note:***

* *Ensure that the activities described here align with the tables for “Planned Community Engagement Activities” and “Planned Community Engagement Events” in the* ***Project Metrics (Attachment 09)*** *submission. Ensure all planned activities and products are listed in the* ***Scope of Work (Attachment 03)****.*
* *All proposed engagement activities and events must be directly related to the eligible activities within the proposed project and to electric grid reliability/resilience (e.g., community input workshops and/or electric outage preparedness workshops).*

Enter Text (Suggested Max: 500 Words)

# Amount budgeted for engagement activities: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Ensure amount is accurately reflected in* ***Budget Forms (Attachment 05)****.)*

# Summarize the project’s workforce development goals and planned activities. Response should include:

* **Planned Activities:** Describe the specific workforce development activities (e.g., career fairs, training programs, reskilling initiatives, outreach).
* **Workforce Development Goals:** Briefly outline the objectives of the planned workforce development activities/efforts, such as creating job opportunities or providing training for underrepresented groups in the energy sector.
* Briefly describe how your strategy will attract, train, and retain a skilled workforce (e.g., through registered apprenticeships, joint labor management training programs, benefits, occupational safety, or partnerships with training providers) for long-term careers in the energy industry.
* If applicable, also include:
  + **Priority Communities:** Describe how the project will involve priority communities (as referenced in *Section III.A.2* of the solicitation manual), including partnerships with apprenticeship programs, training providers, or other workforce development initiatives.
  + **Alignment with a Project Labor Agreement (PLA)**: If a PLA has been negotiated, summarize how the project aligns with or fulfills its commitments.

***Note:***

* *Ensure these activities are aligned with eligible activities in Section I.B.3 of the solicitation manual and directly supports the work outlined in the project.*
* *Planned activities and metrics should align with the “Job Creation and Training” table in* ***Project Metrics (Attachment 09)****.*

Enter Text (Suggested Max: 350 Words)

# Explain how the proposed project will contribute to advancing California’s energy and resilience goals. Response should include:

* **Alignment with Policies and Regulations:** Describe how the project aligns with relevant California energy and resilience policies or regulations, as referenced in *Section IX.B* of the solicitation manual. Highlight specific goals or benchmarks the project supports, such as reducing greenhouse gas emissions.
* **Environmental Benefits:** If applicable, provide estimates of the project’s anticipated environmental impacts, including avoided greenhouse gas emissions (direct and indirect) and reductions in other pollutants (e.g., NOx, SOx, or particulate matter). Include calculations or methodologies used to arrive at these estimates, clearly explaining the assumptions and data sources.

***Note:***

* *Ensure that the metrics described here align with environmental/resilience metrics included in the* ***Project Metrics (Attachment 09)*** *submission.*
* *The accuracy and reasonableness[[4]](#footnote-5) of your estimates will be considered during the evaluation process.*

Enter Text (Suggested Max: 300 Words)

# Summarize the administrative and technical tasks for the project and explain how each will be managed.

*Note: Workforce Development and Engagement related tasks should be listed here but summarized in prompts #9 and #11 for ease of scoring. Ensure Tasks align with* ***Scope of Work (Attachment 03)*** *and* ***Project Schedule (Attachment 04)*** *submission.*

**Scope of Work Tasks:**

* **Task 1. General Project Tasks** (See **Scope of Work (Attachment 03)** for pre-defined subtasks.)
* **Task 2. *TBD, add tasks as necessary***.
* **Task [TBD]. Community Engagement**
* **Task [TBD]. Workforce Development**

# Attach relevant diagrams and maps to support the project description. This may include:

* **Single Line Drawings:** Provide clear, labeled single-line drawings of any electrical systems, connections, or equipment involved in the project. These diagrams should illustrate how key components of the system are interconnected.
* **Site Maps:** Include site maps or layout diagrams that show the location of project activities, equipment, or infrastructure. These should highlight relevant features such as access points, utility connections, or other critical project elements. Satellite maps with aerial photographs, like those available on Google Earth, are recommended to ensure sufficient detail.
* If applicable, provide a **permission letter** from the appropriate agency overseeing work on national/state park or historic district lands. Agencies might include the U.S. Forest Service, State Parks Department, State Historic Preservation Officer, or a tribe’s Tribal Historic Preservation Officer.
* Ensure that all diagrams and maps are clear, legible, and properly labeled to assist reviewers in understanding the project’s scope and technical details.

# Attach vendor quotes for all equipment items over $50,000 and provide quotes from any vendor whose total project costs amount to $250,000 or more.

***Note****: Total equipment purchases exceeding $50,000 includes equipment whose individual unit costs are lower than $50k, but with multiple units totals up to over $50k.*

# Provide commitment letters(s) from all entities that will provide match funds and project sites, including from your own organization. The letters should not only commit the project partner, but detail the reliability, resilience, community, or workforce benefits of the project. Use the provided Commitment Letters Form cover letter (Attachment 08).

***Note:***

* *Ensure that match funds commitment letters guarantee the availability of the funds for the duration of the project, including the years that the match funding will be made available to the project, and includes the cost match dollar value, funding source, funding type, and signature.*
* *Match funds commitment letters should be consistent with the match funding amount stated in the Budget Forms (Attachment 05).*
* *A site commitment letter should specify the project location and confirm the site host’s commitment to executing a site host agreement and providing the site for the proposed activities if the Applicant is awarded a CEC grant. If the Applicant is the site host, they must include the site commitment letter, but they are not required to submit a site host agreement.*

1. Per Bipartisan Infrastructure Law (BIL) section 40101(a)(1),17 a disruptive event is “an event in which operations of the electric grid are disrupted, preventively shut off, or cannot operate safely due to extreme weather, wildfire, or a natural disaster.” [↑](#footnote-ref-2)
2. A subcontractor is an entity that that receives grant funds directly from the grant Recipient and is entrusted by the Recipient to make decisions about how to conduct some of the grant’s activities. A Subcontractor’s role involves discretion over grant activities and is not merely just selling goods or services. A vendor is a person or entity that sells goods or services to the Recipient, Subcontractor, or any layer of Sub-Subcontractor, in exchange for some of the grant funds, and does not make decisions about how to perform the grant’s activities. The Vendor’s role is ministerial and does not involve discretion over grant activities. [↑](#footnote-ref-3)
3. When possible, please use US Census data to determine demographic information. Community census data may be accessed at: <https://data.census.gov/>. [↑](#footnote-ref-4)
4. For the purposes of this evaluation, “reasonableness” refers to the validity of estimates and method used in calculating these values. [↑](#footnote-ref-5)