Form CEC-1311 – Publicly Owned Utility Energy Efficiency and Demand Reduction Annual Report

Purpose: This form provides annual information (on a fiscal or calendar year basis) about publicly owned electric utility investments in energy efficiency and demand reduction programs. The intent of this form is to collect information similarly collected by the California Public Utilities Commission from investor-owned electric utilities.

The information collected from publicly-owned utilities includes a description of each program by category, expenditures by category, broken down into the types of costs: administrative, delivery, incentive and installation costs, and evaluation costs. Expected (or forecasted) and actual annual energy and peak demand savings verified for the previous year's program are identified by program category. The form also includes information on the estimated cost effectiveness of each program using the total resource cost test. This information contributes to the California Energy Commission's staff analyses for the *Integrated Energy Policy Report*.

Authority: California Code of Regulations, Title 20, Division 2, Chapter 3, Section 1311.

Who must file: Each publicly owned electric utility in California

How to file: Reports in electronic file format may be submitted by email or U.S. mail. Each submittal must be accompanied with a declaration. A sample declaration statement is included with the form.

Utilities can opt to use an aggregator, such as NCPA to file this information for a few utilities in the same report.

When to file: Submit for the previous year on the 15th day of March, beginning with March 15, 2020.

Where to file: By email: POUData@energy.ca.gov

CEC-1311 Schedule 1 Instructions

1. **Utility name**. Name of the respondent publicly owned utility.
2. **Original Submittal**. Check if this is the original submittal.
3. **Revised Submittal**. Check if this is a revised submittal and provide the date the revision is submitted.

4. **Year**. The reporting year. Check whether reporting year is fiscal or calendar year. Fiscal year programs would be, for example, program savings from July 2006 to June 2007.

5. **Program Category/Program Description.** There are five possible program categories: residential, nonresidential, new construction, cross-customer, and other. Under each program category, list the specific efficiency programs by providing a brief description. Please add additional rows to the form as necessary.

6. **Expenditures**

   a. **Administrative costs**. Provide the dollar amount for administrative costs.

   b. **Delivery costs**. Provide the dollar amount for delivery costs.

   c. **Incentive costs**. Provide the dollar amount for incentive costs.

   d. **Installation costs**. Provide the dollar amount for installation costs.

   e. **EM & V costs**. Provide the dollar amount for evaluation, measurement, and verification costs.

7. **Actual Savings.** Actual savings are verified energy and peak savings from the previous year's program. On a separate sheet for each program, the utility must describe the process used to verify measures that were installed and confirm the ex-ante estimates of energy savings per measure.

   a. **Energy (MWh)**. Provide the verified energy savings in megawatt-hours (MWh) from the previous year's program.

   b. **Peak Demand (MW)**. Provide the verified peak demand savings in megawatts (MW) from the previous year's program.

8. **Expected Savings.** Expected savings is the forecast of energy and peak savings from the current year programs. On a separate sheet for each program, utility must clearly identify assumptions used to make this forecast, including participation rates and energy and peak savings assumptions.

   a. **Energy (MWh)**. Provide the expected amount of energy savings in megawatt-hours (MWh).

   b. **Peak Demand (MW)**. Provide the actual amount of peak demand savings in megawatts (MW).

9. **Cost Effective Explanation.** Provide an explanation of how the energy efficiency program was determined to be cost-effective. The explanations can be provided on a separate page. In the explanation, include:

   a. sources of funding for the POU's investments in energy efficiency,

   b. methodologies and input assumptions used to determine cost-effectiveness, and

c. results of an independent evaluation that measures and verifies the energy efficiency savings achieved by the POU's energy efficiency programs.

CEC-1311 Schedule 2 Instructions

1. **Utility name.** Name of the respondent publicly owned utility.

2. **Original Submittal.** Check if this is the original submittal.

3. **Revised Submittal.** Check if this is a revised submittal and provide the date the revision is submitted.

4. **Year**. The reporting year. Check whether reporting year is fiscal or calendar year. Fiscal year programs would be, for example, program savings from July 2006 to June 2007.

5. **Program Category/Program Description.** There are five possible program categories: residential, nonresidential, new construction, cross-customer, and other. Under each program category, list the specific efficiency programs by providing a brief description. Please add additional rows to the form as necessary.

6. **Expenditures**

   a. **Administrative costs**. Provide the dollar amount for administrative costs.

   b. **Delivery costs**. Provide the dollar amount for delivery costs.

   c. **Incentive costs**. Provide the dollar amount for incentive costs.

   d. **Installation costs**. Provide the dollar amount for installation costs.

   e. **EM & V costs**. Provide the dollar amount for evaluation, measurement, and verification costs.

7. **Actual Savings**

   a. **Energy (MWh)**. Provide the actual amount of energy savings in megawatt-hours (MWh).

   b. **Peak Demand (MW)**. Provide the actual amount of peak demand savings in megawatts (MW).

8. **Expected Savings**

   a. **Energy (MWh)**. Provide the expected amount of energy savings in megawatt-hours (MWh).

   b. **Peak Demand (MW)**. Provide the actual amount of peak demand savings in megawatts (MW).

9. **Cost Effective Explanation.** Provide an explanation of how the demand reduction program was determined to be cost-effective. The explanation can be provided on a separate page. In the explanation, include:

   a. sources of funding for the POU's investments in demand reduction,

   b. methodologies and input assumptions used to determine cost-effectiveness, and

   c. results of an independent evaluation that measures and verifies the demand reduction achieved by the POU's demand reduction programs.