

Energy Commission Agreement Management System (ECAMS)

Applying for the HOMES P4P Solicitation



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Navigating to the Solicitation Dashboard



Note: Please ensure you are registered in ECAMS before attempting to apply for a solicitation. Additional information on registration can be found at User Registration (<https://www.energy.ca.gov/media/7893>)

- Navigate to the ECAMS Login page (<https://ecams.energy.ca.gov/s/login>) and log in to view the ECAMS Home Page.



Username

Password

Log in

[Forgot your password?](#) [New User Sign Up?](#)

Locating a Solicitation



- The list of CEC solicitations currently open to the public are listed under Open Solicitations (Portal).
- Locate the solicitation to which you wish to apply.
- Click on the solicitation's title to begin the application* process.

 Solicitations	
Open Solicitations (Portal) ▼	
1 item • Sorted by Solicitation Number • Filtered by All solicitations - 4 more filters applied • Updated a few seconds ago	
Solicitation Number ↑	Solicitation Title ▼
1	GFO-24-610
	Medium- and Heavy-Duty Zero-Emission Vehicle Port Infrastructure

***Note: For the HOMES P4P Solicitation, the word “application” should be understood to mean “proposal” to the CEC**

Apply for Solicitation



- The details for the selected solicitation are displayed on this page.
- Templates for solicitation documents can be downloaded by clicking the **Download** icon in the Solicitation Attachments area. Please Note: Additional templates may not show at this first view. Please use the **Page** drop down menu to see more.
- Click on **Apply for Solicitation** to begin creating a draft application.

STATE OF CALIFORNIA
ENERGY COMMISSION

Search...

Home Solicitations My Proposals Agreement Invoice

Apply for Solicitation

Details

Solicitation #
GFO-22-502

Solicitation Title
Natural Gas Infrastructure Safety and Integrity

Type
GFO (Grants Competitive)

Primary Program
Nat Gas

Fiscal Year
2022

Method
One Phase

Solicitation Release Amount
\$6,700,000.00

Status
Open to Public

Solicitation Release Date
2/15/2023

Application Due Date
2/17/2023

Solicitation Attachments (18)

TITLE	DOCUMENT TYPE	FILE SIZE	Download	PLATE
0-Solicitation Manual	Solicitation Manual	223.42 KB	Download	
1-Applicant Form	Applicant Form/ Contractor Status Form	31.19 KB	Download	
10-Contact List	Contact List	24.52 KB	Download	
11-Commitment and Support Letters	Commitment and Support Letters Form	27.97 KB	Download	
12-California Based Entity Form	California Based Entity Form	25.04 KB	Download	
2-Executive Summary Form	Executive Summary Form	21.61 KB	Download	
3-Other Document	Other Document	642.05 KB	Download	
31-Yang's Misc Doc	Other Document	11.71 KB	Download	
4-Project Narrative	Project Narrative	41.43 KB	Download	
5-Project Team Form	Project Team Form	23.65 KB	Download	

Page 1 Page Size 10

Note :
Please refer to the Solicitation Manual for the Solicitation Contact Information.

Apply for Solicitation (continued)



- Solicitation related information is displayed at the top.
- Key in application information.
- Please Note: The project manager listed here will be the primary contact person for any questions about the application.
- Application Term Start Date and End Date fields must be completed before clicking on the **Continue** button. For the HOMES P4P Solicitation, answer “June 1, 2027” for Proposed Term Start Date and “July 31, 2031 for Proposed Term End Date”

Application Details

Solicitation Name	: GFO-24-610 : Medium- and Heavy-Duty Zero-Emission Vehicle Port Infrastructure	Solicitation Code	: GFO-24-610
Solicitation Budget Amount	: \$60,000,000	Applicant Name	: Ncube Olemisi
Organization Name	: Ncube Test	Federal Tax ID	:
Type of Business	: University - Public, Out of State		

Project Title

* Amount Requested

Project Manager

Email

Phone

Fax

Project Manager Address
☐ Same As Primary Address

Country

Street

City

State/Province

Zip/Postal Code

Project Description

* Proposed Term Start Date

* Proposed Term End Date

Funds Committed for CA

Funds Committed for CBE

Funds Committed for DVBE

Select the Group for which you are applying

Indirect Rates

[Cancel](#) [Continue](#)

Apply for Solicitation (continued 2)



- Project Location Address fields must be completed, and the **Confirm Project Location Address** box must be checked before clicking on the **Save & Continue** button to proceed further. For the HOMES P4P Solicitation, enter the address of the prime bidding organization.
- Pilot Testing/Demonstration/Deployment site address not a mandatory field if not applicable to the solicitation. For the HOMES P4P Solicitation, do not fill out Pilot Testing/Demonstration Deployment site address.

Application Details

Project Location Address

Country
United States

Street

City State/Province
California

Zip/Postal Code

PilotTesting/Demonstration/Deployment Site

Country
United States

Street

City State/Province
California

Zip/Postal Code

Natural Gas IOU
--None--

Cancel Back Save & Continue

Apply for Solicitation (continued 3)



- For the HOMES P4P Solicitation, answer “**No**” to the question about the proposed activities in your application in regards to the California Environmental Quality Act (CEQA) box.
- Answering **No** will require you to enter an explanation in a text box. In the text box, write “HOMES Rebates support energy efficiency upgrades to existing homes.”
- You must answer all the questions before clicking on the **Save** button to proceeding further.

California Environmental Quality Act (CEQA) Compliance

1. Are the proposed activities considered a “project” under CEQA (i.e., do they have the potential to cause a direct or a reasonably foreseeable indirect physical change in the environment)?

- ☐ Yes
☒ No

* The activities funded by the agreement will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because :

HOMES rebates support energy efficiency upgrades to existing homes

Draft Application Dashboard



1: Details- To view details entered during applying for solicitation.

2: Attachments- To attach files as required for the application to the solicitation and any other supplementing documents. (see Slide 11)

3: Past Agreements- To view any past agreements filed for recipient.

4: Budget Summary- (N/A) Do not use. Attachment 7 (Excel Budget Forms Workbook) will capture all required budget information. Details will not be reflected in this ECAMS Budget Summary.

5-12: Budget Categories- (N/A) Do not use Budget Items 5-12. Submit all budget information via Attachment 7 (Excel Budget Forms) via upload into ECAMS.

13: Pilot Testing/Demonstration/Deployment Site- (N/A) Do not use. Not required for this solicitation.

14: Edit Application- To edit details entered during applying for solicitation.

15: Submit Application- Submit application after verification. (see Slide 12)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Details	Attachments	Past Agreements	Budget Summary	Direct Labor	Fringe Benefits	Travel	Equipment	Materials & Miscellaneous	Subrecipients & Vendors	Indirect Costs	Profit	Pilot Testing/Demonstration/Deployment Site	Edit Application	Submit Application
✓ Funding Proposal Proposal ID BLA-0000000200 Project Title New Sol 5 App 1 Project Manager Proposed Term Start Date 3/19/2024 CEQA Proposed Project? Project Description Solicitation Group Funds Committed for CA \$200.00 Funds Committed for CBE \$300.00 Funds Committed for DVBE \$8,000.00 Indirect Rates Federal Rate ✓ Address Information Pilot Testing Address California United States Project Manager Address 3480 Freeway Ave Santa Clarita, California 88990 United States Solicitation Number GFO-24-398 Solicitation First Sol 2024 Part 5 Status Draft Application Initiation Date 3/11/2024 4:44 PM Proposed Term End Date 12/27/2024 CEQA Environmental Review Completed? Amount Requested \$10,000.00														

Draft Attachments



- This screen allows you to view and upload attachments to your draft application.
- The Solicitation Files table lists the files associated with the solicitation. Please note that not all attachments may not show up on Page 1, so be sure to check Page 2.
- The NAME column lists the name of the attachment.
- The SUBMISSION column identifies which attachments are required for the application, and which are for your information.
- Templates for solicitation documents can be downloaded by clicking the **Download** icon in the DOWNLOAD TEMPLATE column.
- Upload your completed attachment by clicking the **Upload File** button in that attachment's row.

Note: All required attachments must be uploaded via the Upload File button in the Solicitation Files table.

- You may also upload non-required documents by clicking the **Upload New File** button in the Uploaded Files table.
- All of your uploaded attachments will appear in the Uploaded Files table.

Details

Attachments

Past Agreements

Budget Summary

Direct Labor

Fringe Benefits

Travel

Equipment

Materials & Miscellaneous

More

Solicitation Files (18)

NAME ↑	FILE EXTENSION	SUBMISSION	DOWNLOAD TEMPLATE
3-Other Document	docx	Required	Download Upload File
0-Solicitation Manual	docx	No response needed	Download Upload File
1-Applicant Form	docx	Required	Download Upload File
10-Contact List	docx	Required	Download Upload File
2-Executive Summary Form	docx	No response needed	Download Upload File
4-Project Narrative	docx	Required	Download Upload File
6-Project Schedule	xlsx	Required	Download Upload File
6-Scope of Work	docx	Required	Download Upload File
11-Commitment and Support Letters	docx	Required	Download Upload File
8-CEQA Compliance	docx	Required	Download Upload File

Page

1

Page Size

10

Uploaded Files (0)

Upload New File

NAME	FILE EXTENSION	SUBMISSION	SIZE	DOWNLOAD
No data returned				

Budget Categories – Do Not Use



- The HOMES P4P Solicitation requires the bidder to complete Attachment 7 (Excel Budget Forms) and upload them directly into ECAMs.
- Do not enter budget information into the ECAMs tabs for Direct Labor, Fringe Benefits, Travel, Equipment, Materials & Miscellaneous, Subrecipients and Vendors, Indirect Cost, or Profit sections.
- Follow the instructions in Slide 10 to download and upload Attachment 7 (Excel Budget Forms.)

A screenshot of the ECAMs (Energy Cost Accounting Management System) interface, specifically the 'Direct Labor' tab. The interface shows a table for 'Direct Labor Hourly (0)' with columns for 'JOB CLASSIFICATION', 'LABOR RATE (\$ PER HOUR)', 'CEC SHARE VALUE', 'MATCH SHARE VALUE', and 'TOTAL'. Below this is another table for 'Direct Labor' with columns for 'JOB CLASSIFICATION', '# OF MONTHS', 'RATE X MONTHS', 'CEC SHARE VALUE', and 'TOTAL'. A large red prohibition sign (a circle with a diagonal line) is overlaid on the entire screenshot, indicating that this interface should not be used for entering budget information. The interface also includes a 'Details' tab, 'Attachments', 'Past Agreements', 'Budget Summary', 'Fringe Benefits', 'Travel', 'Equipment', 'Materials & Miscellaneous', and 'More' tabs. At the bottom, there are 'Cancel' and 'Save' buttons.

Submit Application - Review Your Submission



- Clicking on the **Submit Application** starts the process of certifying and submitting your completed application.
- A reminder message to review your submission will appear. Click on the **OK** button to proceed.

Please ensure your application is complete and accurate. To return to your application, click 'Cancel'.

By clicking 'Submit' you are submitting your application and agreeing to the following certifications. Your application will be date and time stamped when you click 'Submit'.

- I am authorized to submit this application on behalf of the applicant.
- I authorize the California Energy Commission to make any inquiries necessary to verify the information presented in this application.
- I authorize the California Energy Commission to obtain business credit reports and make any inquiries necessary to verify and evaluate the financial condition of the applicant.
- I have read and understand the terms and conditions contained in this solicitation. I accept the terms and conditions contained in this solicitation on behalf of the applicant and the applicant is willing to enter into an agreement with the Energy Commission to conduct the proposed project according to the terms and conditions without negotiation.
- I certify that (1) this application does not contain any confidential or proprietary information, or (2) if confidential information is allowed under the solicitation it has been properly identified.
- I certify under penalty of perjury under the laws of the State of California that, to the best of my knowledge, the information contained in this application is correct and complete.
- I am authorized to agree to the above certifications on behalf of the applicant.

Cancel

Submit

Review Submission



The Energy Commission **STRONGLY RECOMMENDS** that each Applicant carefully review their application both before and after submission.

- Verify that all necessary documents have been uploaded.
- Verify that all documents uploaded are the accurate version you intend to submit as your final.
- Verify that your documents are not marked "confidential" unless the solicitation allows specific material to be confidential. Most solicitations do not allow submission of confidential information.
- The P4P Solicitation attachments include an optional Application Review Checklist for the bidder's use.

Recall After Submission



- After submission, ECAMS will display the Details screen of the submitted application.
- The submitted application can be recalled to make any edits by clicking on the **Recall** button.

Note: Recalling the submitted application does not delete the application's information. Recall does remove the application from consideration for this solicitation until it is resubmitted. Resubmission must happen by the solicitation's submission deadline.

A screenshot of the ECAMS web application interface. At the top is a blue navigation bar with links: Home, Solicitations, My Proposals, Agreement, and Invoice. Below this is a large white rectangular area with a dark blue "Recall" button in the bottom right corner. Underneath the white area is a horizontal tab bar with the following tabs: Details (selected), Attachments, Past Agreements, Budget Summary, Direct Labor, Fringe Benefits, Travel, Equipment, Profit, and More. The "Details" tab is active, showing a "Funding Proposal" section with a dropdown arrow. Below this, there are two fields: "Proposal ID" with the value "0000000000" and "Solicitation Number" with the value "0000000000".

Recall After Submission (continued)



- A Comments box will open.
Enter your reason for recalling the submitted application. This is a mandatory step.
- The submitted application will be recalled after the **Submit** button is clicked.

Note: After the Submit button is clicked, the application is recalled and is removed from consideration for this solicitation until it is resubmitted. Resubmission must happen by the solicitation's submission deadline.

A screenshot of a web form titled "Recall After Submission". The form has a header bar with "Project Manager" on the left and "Status" on the right. The main content area contains a label "* Comments" above a large text input field. At the bottom right of the form, there are two buttons: "Cancel" and "Submit".

ECAMS Support



If you run into any challenges using this system, please first reach out to ECAMS.SalesforceSupport@energy.ca.gov

For additional assistance, please contact the Commission Agreement Officer listed in the solicitation