CITY OF PITTSBURG
AGENDA

APRIL 07, 2025

CITY HALL COUNCIL CHAMBER
65 CIVIC AVENUE, PITTSBURG, CA

CLOSED SESSION
5:30 P.M.

REGULAR MEETING
7:00 P.M.

CITY COUNCIL
PITTSBURG ARTS AND COMMUNITY FOUNDATION
PITTSBURG POWER COMPANY
SOUTHWEST PITTSBURG GEOLOGIC HAZARD ABATEMENT DISTRICT II
SUCCESSOR AGENCY

<u>PRESIDING</u>

Jelani Killings, Mayor/Chair
Dionne Adams, Vice-Mayor/Chair
Angelica Lopez, Council Member/Board Member
Juan Antonio Banales, Council Member/Board Member
Arlene Kobata, Council Member/Board Member

FOR HOUSING AUTHORITY:
S.L. Floyd, Housing Authority Member
Annie Hill Herring, Housing Authority Member

Pittsburg City Council regular meetings are held the first and third Mondays of each month at 7:00 p.m. The Housing Authority meets in conjunction with the City Council on the third Monday of each month. The Pittsburg City Council meets regularly in the Council Chamber at 65 Civic Avenue, unless otherwise noted above. The City Council also sits as the Board of Directors of several other City agencies. The stipends for all agency members conform to state statutes governing compensation amounts. All other Agencies meet on an as needed basis and will be listed above if applicable. Copies of the open session agenda packets, which are distributed to the City Council, are on file in the office of the City Clerk, 65 Civic Avenue, Pittsburg, California, and are available for public inspection, beginning 72 hours in advance, during normal business hours (8:00 a.m. – 5:00 p.m., Monday through Friday, except from noon to 1:00 p.m. and City holidays). The agenda and reports are also located on the City's website at www.pittsburgca.gov. Additionally, if any reports or documents, which are public records, are distributed to the City Council less than 72 hours before the meeting, those reports and documents will also be available for public inspection in the City Clerk's Office and on the day of the meeting in the Council Chamber at the public counter area below the dais.

AUDIENCE REMARKS

The Audience Remarks period is for the public to comment on any items scheduled to be heard during the Closed Session portion of the meeting, if applicable.

5:30 PM - CONVENE IN CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Section 54957.6: City designated representatives: Garrett Evans, Maria Aliotti, Jennifer Brizel, Jordan Davis
Employee organizations: American Federation of State, County, and Municipal Employees Local 512 Management/Professional/Confidential Unit and Miscellaneous A Unit; Pittsburg Police Officers' Association; Pittsburg Police Managers Group; Teamsters Local 856; and International Brotherhood of Electrical Workers Local 1295

Unrepresented employees: Management Group; Senior Executive Team

7:00 PM - CONVENE IN OPEN SESSION FOR REGULAR MEETING

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATIONS

The standing proclamation(s) were published as part of the agenda. The proclamation(s) will be posted on the City's website and social media accounts as appropriate.

2. Inspire Pittsburg - Lions Den Boxing Gym

3. National Fair Housing Month

4. National Library Week

5. National Sexual Assault Awareness Month

PRESENTATIONS

6. Contra Costa County Fire Protection District Quarterly Update

7. Fiscal Year 2025-2026 Budget Workshop

CITY MANAGER REPORTS/REMARKS

The City Manager may make brief announcements or informal comments at this time and brief the Council on items of interest. (No Action Required)

PUBLIC COMMENTS

Members of the audience who wish to address the City Council or Agency Boards on issues that are not scheduled for the agenda and on any items listed as part of the Consent Calendar should complete a Speaker's Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Individuals will be given three minutes to address the Council unless additional time is allowed as provided for spokespersons. Prior to speaking, each member of the public shall state their name and business and City of residence in a clear and audible tone of voice. (No Action Required)

COMMITTEE REPORTS

Council Members may make a report on their committee assignments at this time. (see attached list of adhoc committees and other public agencies in which Council members participate). (No Action Required)

CONSIDERATION

8. Adoption of a City Council Minute Order to Approve the City Council Strategic Plan for Fiscal Year 2025-2026

   Each year, the City Council and City staff work together to establish a citywide Strategic Plan for the following fiscal year. Staff is proposing the Fiscal Year 2025-2026 City Council Strategic Plan.

9. Introduction and Waive First Reading of an Ordinance Amending Section 1.28.015 of the Pittsburg Municipal Code and by Minute Order Accepting the Brand Standards

   The item proposes to amend Pittsburg Municipal Code (PMC) Section 1.28.015 to adopt the revised City logo resulting from its marketing and branding initiatives, and to accept Brand Standards for its use.

CONFLICT OF INTEREST STATEMENT

City Council/Agency Members may make any conflict of interest declarations pertaining to Consent Calendar items at this time.

COMBINED CITY COUNCIL, PITTSBURG ARTS AND COMMUNITY FOUNDATION, PITTSBURG POWER COMPANY, SOUTHWEST PITTSBURG GHAD II AND SUCCESSOR AGENCY CONSENT CALENDAR

10. Adoption of a City Council Resolution Accepting the Plans and Specifications, Allocating CalRecycle Grant Funds, and Awarding Project 2029-Zone 4 Pavement Management

    Project 2029-Zone 4 Pavement Management (the “Project”) will rehabilitate streets in Pavement Management Zone 4 and increase their useful life. Various forms of pavement treatments will be utilized such as crack seal, micro-surfacing, cape seal, three-layer treatment, base repair, and mill and overlay. If adopted, this resolution will accept the Project plans and specifications, allocate CalRecycle grant funds, and award a construction contract to Consolidated Engineering Inc.

11. Adoption of a City Council Resolution to Accept Grant Funds from the Department of Energy for the Energy Efficiency and Conservation Block Grant Program

    The City of Pittsburg has been awarded $128,250 in Equipment Rebate Funds through the Department of Energy’s Energy Efficiency and Conservation Block Grant (EECBG) Program. Staff is requesting adoption of a Resolution to accept the grant funds and allocate the funds to multiple energy efficiency projects.

COUNCIL REQUEST FOR FUTURE AGENDA ITEMS

Council Members may request items to be considered for future agendas. An item will only be brought forward with a majority vote and will appear on a future agenda with staff recommendations for further Council consideration.

COUNCIL MEMBER REMARKS

Council Members may make brief announcements or informal comments at this time. (No Action Required)

ADJOURNMENT TO APRIL 21, 2025

NOTICE TO PUBLIC

GENERAL INFORMATION

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SPEAKER'S CARD

Members of the audience who wish to address the City Council on issues that are not scheduled for the agenda and on any items listed as part of the agenda should complete a Speaker's Card available at the dais. Please read the card carefully in order to fill out the card properly. Submit the completed card to the City Clerk before the item is called, preferably before the meeting begins. Individuals will be given up to three minutes to address the Council unless additional time is allowed as provided for spokespersons. Speakers are not permitted to yield their time to another speaker. Prior to speaking, each member of the public shall state their name and business and City of residence in a clear and audible tone of voice. Pursuant to the Brown Act, no action may be taken by the City Council on items not already scheduled on the agenda; however, the City Council may refer your comments/concerns to staff or request that the item be placed on a future agenda.

PUBLIC HEARINGS

Persons who wish to speak on Public Hearings listed on the agenda will be heard when the Public Hearing is opened, except on Public Hearing items previously heard and closed to public comment. After the public has commented, the item is closed to public comment and brought to the Council/Agency level for discussion and action. Further comment from the audience will not be received unless requested by the Council/Agency.

There is a 90-day limit for the filing of a challenge in the Superior Court to certain City administrative decisions and orders which require a hearing by law, the receipt of evidence, and the exercise of discretion. The 90-day limit begins on the date the decision is final (Code of Civil Procedure Section 1094.6). Further, if you challenge an action taken by the City Council in court, you may be limited, by California law, including but not limited to Government Code Section 65009, to raising only those issues you or someone else raised in the public hearing, or in written correspondence delivered to the City Council prior to or at the public hearing. The City Council may be requested to reconsider a decision if the request is made prior to the next City Council meeting, regardless of whether it is a regular or special meeting.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED

In compliance with the Americans with Disabilities Act, the City of Pittsburg will provide special assistance for disabled residents. Upon request, an agenda for any meeting shall be made available in appropriate alternative formats. The Council Chamber is equipped with sound amplifier units for use by the hearing impaired. The units operate in conjunction with the Chamber's sound system. You may request the sound amplifier from the City Clerk for personal use during Council meetings. If you need special assistance to participate in this meeting, or are requesting a specially formatted agenda, please contact the City Clerk at (925) 252-4850. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting or provide the requested agenda format. (28 CFR 35.102-35.104 ADA Title II)

DISRUPTIVE CONDUCT

The Council requests that you observe the order and decorum of our Council Chamber by turning off or setting to vibrate all cellular telephones and electronic devices, and that you refrain from making personal, impertinent, or slanderous remarks. Boisterous and disruptive behavior while the Council is in session, and the display of signs in a manner which violates the rights of others or prevents others from watching or fully participating in the Council meeting, is a violation of our Municipal Code and any person who engages in such conduct can be ordered to leave the Council Chamber by the Mayor.

LIVE MEDIA BROADCASTING ADVISEMENT

City Council meetings are webcast live on the City's website at www.pittsburgca.gov on the Agendas and Live Meetings page. Past meetings and approved minutes are also archived on that webpage. Watch the live meeting via the City's webcast (www.pittsburgca.gov - Agendas and Live Meetings), on Comcast Channel 24 Delta TV, AT&T U-Verse Channel 99 Delta TV. Contact the City Clerk's office at (925) 252-4850 for more information

City Council Agency/Liaison/Subcommittee Assignments as of March 18, 2025

OUTSIDE AGENCY BOARDS	COUNCIL MEMBER(S)	TYPE	MEETS	TIME	STAFF
ABAG	Dionne Adams / Jelani Killings Alternate	Standing	Annual		G. Evans
Delta Diablo*	Juan Banales / Jelani Killings Alternate	Standing	2nd Wednesday	4:30 PM	J. Samuelson
East Co. Co. County Habitat Conservancy	Angelica Lopez / Juan Banales Alternate	Standing	4th Monday Bi-Monthly	2:00 PM	J. Davis
East County Water Management	Juan Banales / Jelani Killings Alternate	Standing	Bi-Annual	1:00 PM	J. Samuelson
MCE Clean Energy Board	Arlene Kobata / Angelica Lopez Alternate	Standing	3rd Thursday	6:30 PM	D. Buchanan
TRANSPLAN / ECCRFFA	Juan Banales / Dionne Adams Alternate	Standing	2nd Thursday	6:30 PM	J. Samuelson
Tri-Delta Transit (2 reps)**	Angelica Lopez & Dionne Adams / Jelani Killings Alternate	Standing	4th Wednesday	4:00 PM	J. Samuelson
LIAISON TO	**COUNCIL MEMBER(S)**	**TYPE**	**MEETS**	**TIME**	**STAFF**
East Bay League of California Cities	Jelani Killings / Dionne Adams Alternate	Standing	3rd Thursday		G. Evans
Green Empowerment Zone	Dionne Adams/ Jelani Killings Alternate	Standing	3rd Friday Bi-monthly	9:30 AM	J. Davis
Los Medanos Health Advisory Committee	Angelica Lopez & Jelani Killings	Ad Hoc	As needed		M. Aliotti
Mayor's Conference	Jelani Killings / Dionne Adams Alternate	Standing	1st Thursday	6:30 PM	G. Evans
Pittsburg Police Activities League (PAL)	Arlene Kobata & Angelica Lopez / Dionne Adams Alternate	Standing	Monthly		S. Albanese
School Districts Committee (2x2)	Jelani Killings & Angelica Lopez / Juan Banales Alternate	Standing	Quarterly		M. Aliotti
SUBCOMMITTEES	**COUNCIL MEMBER(S)**	**TYPE**	**MEETS**	**TIME**	**STAFF**
Budget Sustainability	Juan Banales & Jelani Killings	Ad Hoc	As needed		G. Evans
Community and Economic Development	Jelani Killings & Dionne Adams / Angelica Lopez Alternate	Standing	2nd Wednesday	5:30 PM	J. Davis
Development Agreement	Jelani Killings & Dionne Adams	Ad Hoc	As needed		J. Davis
Facilities Rental and Usage	Jelani Killings & Dionne Adams	Ad Hoc	As needed		G. Evans
Finance Management	Juan Banales & Jelani Killings / Dionne Adams Alternate	Standing	3rd Friday	5:00 PM	P. Rodrigues
Government Performance	Juan Banales & Jelani Killings	Ad Hoc	4th Friday	4:00 PM	J. Brizel
Infrastructure and Transportation	Juan Banales & Dionne Adams / Angelica Lopez Alternate	Standing	4th Thursday	5:30 PM	J. Samuelson
Just Cause	Juan Banales & Angelica Lopez	Ad Hoc	As needed		S. Bellafronte
Life Enrichment	Dionne Adams & Angelica Lopez / Arlene Kobata Alternate	Standing	3rd Wednesday	5:30 PM	K. Simonton
Pittsburg Arts and Community Foundation	Angelica Lopez & Jelani Killings	Standing	As needed		K. Simonton
Public Safety	Arlene Kobata & Angelica Lopez / Jelani Killings Alternate	Standing	1st Wednesday	5:30 PM	S. Albanese
Tobacco, Cannabis, Alcohol Policy Review	Arlene Kobata & Jelani Killings	Ad Hoc	As needed		G. Evans

*Stipend of $170 per month
** Stipend of $100 per month

City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

Proclamation

NATIONAL FAIR HOUSING MONTH
APRIL 2025

WHEREAS, the Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS, the Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS, the City of Pittsburg is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHERES, our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and

WHEREAS, more than fifty years after the passage of the Fair Housing Act, discrimination persists, and many communities remain segregated; and

WHEREAS, acts of housing discrimination and barriers to equal housing opportunity are repugnant to a common sense of decency and fairness; and

WHEREAS, we declare that Pittsburg is an inclusive community committed to fair housing, and to promoting appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all residents and prospective residents.

NOW, THEREFORE, I, Jelani Killings, on behalf of the City Council of the City of Pittsburg, do hereby proclaim April 2025 as National Fair Housing Month in the City of Pittsburg.

Jelani Killings, Mayor

Alice E. Evenson

Alice E. Evenson, City Clerk

City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

Proclamation

NATIONAL LIBRARY WEEK
"Drawn to the Library"
APRIL 6-12, 2025

WHEREAS, libraries offer the opportunity for everyone to connect with others, learn new skills, and pursue their passions; and

WHEREAS, libraries have long served as trusted institutions, striving to ensure equitable access to information and services for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status; and

WHEREAS, libraries adapt to the ever-changing needs of their communities, developing and expanding collections, programs, and services that are as diverse as the populations they serve; and

WHEREAS, libraries are accessible and inclusive places that promote a sense of local connection, advancing understanding, civic engagement, and shared community goals; and

WHEREAS, libraries are treasured institutions that preserve our collective heritage and knowledge, safeguarding both physical and digital resources for present and future generations; and

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week.

NOW, THEREFORE, I, Jelani Killings, on behalf of the City Council of the City of Pittsburg, do hereby proclaim April 6-April 12, 2025 as National Library Week in the City of Pittsburg and encourage all residents to visit our library and celebrate the adventures and opportunities they unlock for us every day.

Jelani Killings, Mayor

Alice E. Evenson, City Clerk

City of Pittsburg
65 Civic Avenue
Pittsburg, California 94565

Proclamation

NATIONAL SEXUAL ASSAULT AWARENESS MONTH APRIL 2025

WHEREAS, Sexual Assault Awareness Month (SAAM) calls attention to the fact that sexual violence is widespread and impacts every person in every community; and SAAM's 2025 theme is "Together We Act, United We Change" and highlights the importance of working together to address and prevent sexual abuse, assault, and harassment; and

WHEREAS, this year's campaign focuses on enhancing public understanding of sexual violence, amplifying the voices of survivors, and empowering us to work together to promote the safety and well-being of others; and

WHEREAS, when our workplaces, schools, and communities work together to uphold safety and respect, we make progress in preventing sexual abuse, assault, and harassment; and

WHEREAS, we must act with purpose and show that education is the first step to action by empowering our communities to be part of the solution; and

WHEREAS, this campaign works to shift the ways our communities understand, talk about, and respond to sexual abuse, assault, and harassment. We can challenge harmful misconceptions and foster safer communities by learning and acting together; and

WHEREAS, this campaign seeks to unite us in uplifting the voices of survivors, particularly those most vulnerable in our communities, to build a stronger movement by including and encouraging younger generations to participate and shape a better future.

NOW, THEREFORE, I, Jelani Killings, on behalf of the City Council of the City of Pittsburg, do hereby proclaim April 2025 as National Sexual Assault Awareness month and each day of the year is an opportunity to unite for a better future.

Jelani Killings, Mayor

Alice E. Evenson

Alice E. Evenson, City Clerk

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Minute Order to Approve the City Council Strategic Plan for Fiscal Year 2025/26

MEETING DATE: April 7, 2025

EXECUTIVE SUMMARY

Each year, the City Council and staff work together to establish a Citywide Strategic Plan for the following fiscal year. Staff is presenting the Fiscal Year 2025/26 City Council Strategic Plan for consideration.

FISCAL IMPACT

There is no fiscal impact from adoption of the attached Fiscal Year 2025/26 City Council Strategic Plan (Strategic Plan). It should be noted that if adopted, the Strategic Plan is intended to inform and guide decisions that may have a financial impact during the budget process and as projects and programs are considered.

RECOMMENDATION

City Council adopt the Minute Order, approving the City Council Strategic Plan for Fiscal Year 2025/26.

BACKGROUND

On February 8, 2025, the City Council held a public workshop, facilitated by staff and Vicky Regan of Hone Leadership. The workshop was designed to review and define City Council priority areas and align goals, objectives, and implementation measures for the upcoming year. It also included a review of Fiscal Year 2024/25 goals and accomplishments and a group discussion about the City Council's shared values and culminated in creation of a Shared Values Charter which is incorporated into the proposed Strategic Plan.

The City Council participated in two gallery walk exercises to collaboratively identify and organize their priority areas, adjust goals, and align objectives with those goals. This led to the following structural updates to the Strategic Plan in Fiscal Year 2025/26:

- Development of a formal definition of the "Improvement" and "Sustainment" tiers as they relate to dollars and resources in each priority area.
- Removal of the "Uncategorized" and "Quality of Life" priority areas.
- Re-naming and defining the "Efficiency" priority area to "Effective Service Delivery: Enhance the resident experience by providing high quality operations and services through technology and streamlined processes."
- Designation of Improvement Priority Areas: Economic Deveopment and Public Infrastructure.
- Designation of Sustainment Priority Areas: Youth Development, Effective Service Delivery, and Public Safety.

<u>SUBCOMMITTEE FINDINGS</u>

After the February 8th workshop, staff brought every element of the proposed Strategic Plan to appropriate subcommittees on the following dates:

- February 19, 2025: Life Enrichment
- February 21, 2025: Finance Management
- February 26, 2025: Community & Economic Development
- February 27, 2025: Infrastructure & Transportation
- March 5, 2025: Public Safety

Subcommittee members received presentations from staff to demonstrate planned achievement of goals and contribution to priority areas through proposed implementation measures. Staff responded to questions, received comments from subcommittee members, and incorporated subcommittee input in alignment with feedback received at the February 8th workshop into the proposed Strategic Plan.

<u>STAFF ANALYSIS</u>

Following the workshop, each department or division worked with their teams to calibrate implementation strategies based on comments received from the City Council during the workshops as well as feedback received during subcommittee meetings in February and March to identify the tasks each department or division will undertake as part of the effort to achieve the stated goal through specific performance measures to track progress throughout the year. Progress on the Strategic Plan can be viewed through the City's website, www.pittsburgca.gov/government/city-council/citywide-priorities-and-goals.

ATTACHMENTS: Fiscal Year 2025-2026 City Council Strategic Plan Hand Out and Shared Values Charter

Report Prepared By: <u>Sara Bellafronte, Assistant to the City Manager</u>

The leadership of the Pittsburg City Council is shaped not just by policies and decisions, but by the values that guide how we serve, collaborate, and lead. These values provide a foundation for the council's collective work, influencing how members engage with one another, with the community, and with the challenges and opportunities that shape Pittsburg's future.

Our Shared Values

◆ Trust & Accountability

A strong city is built on trust. Transparency, integrity, and accountability are essential to ensuring that governance remains open, responsible, and reflective of the trust placed in leadership.

◆ Collaboration & Community

Leadership is strengthened by inclusivity, teamwork, and listening to diverse perspectives. Engaging with the community and working together ensures that decisions are made with the needs of all residents in mind.

◆ Innovation & Problem-Solving

Forward-thinking leadership means approaching challenges with creativity, courage, and a solutions-oriented mindset. By seeking to understand issues at their root, the council strives to develop strategies that strengthen Pittsburg today and for the future.

◆ Stewardship & Sustainability

Governance is both a responsibility and an opportunity to shape what comes next. By balancing immediate needs with long-term sustainability, leadership remains focused on decisions that ensure Pittsburg thrives for generations to come.

Moving Forward

This charter reflects the values that guide the work of the Pittsburg City Council. These principles offer a unifying framework for leadership and decision-making, reinforcing a shared commitment to a city that is ethical, collaborative, innovative, and forward-looking.

#	Tier	City Priority Area	Goal	Objective	Implementation Measure
A	Improvement				
A1		Economic Development			
A1.1			Improve the City's job-housing balance and increase the City's tax base through the retention and growth of existing and new businesses. Increase general fund revenue by 15% by 2030 and achieve a job housing balance of 3 jobs for every 5 housing units.		
A1.1.2				Establish 'Economic Development Incentives Packages' that promote creation of career jobs and premium development.	
A1.1.2.1					Create a menu of incentive options for City Council consideration, including an estimate of potential revenue considerations and ROI.
A1.1.2.2					Create a one page "roadmap" for new, large industrial developments that wish to procure power from PPC.
A1.1.2.3					Promote adopted incentive package(s) to attract large employers.
A1.1.3				Further the mix of housing to include types less available in Pittsburg, such as estate-style and entry- to mid-level homes, focusing on for sale products.	
A1.1.3.1					Prioritize policies that promote housing at the "moderate-income" level.
A1.1.3.2					Establish a policy that allows developers to transfer lot size requiremens or pay an parcel size reduction in lieu fee.
A1.1.3.3					Conduct a cost-benefit analysis of fee reductions for desired housing products.
A1.1.3.4					Conduct surveys to create a list of desired housing types in Pittsburg.
A1.1.4				Continue to promote development of entertainment, family fun, and hospitality uses that enhance quality of life and add jobs in Century Plaza and Century West.	

A1.1.4.1					Work with property owner/developer of Century West to create a specific plan that identifies the 5- and 10-year progam of development of the Century Corridor.
A1.1.4.2					As part of development of Century West, require infrastructure enhancements to Century Plaza.
A1.1.4.3					Establish a Century Plaza specific incentive program to attract businesses.
A1.1.4.4					Encourage develoment of pedestrain scale amenities that connect both sides of the Centruy Corridor.
A1.1.4.5					Work with the developer on a defined aesthetic at the Century Corridor entry to the City of Pittsburg.
A1.1.4.6					Consider impacts of a shuttle to provide structured access to the shopping center.
A1.1.5				Encourage premium development for higher paying jobs.	
A1.1.5.1					Establish objective design standards for commercial and non-streamlined development in the City's design guidelines.
A1.1.6				Enhance support for businesses with less than 50 employees.	
A1.1.6.1					Expand the City's Façade Improvement Program to emphasize owners of properties at key intersections to provide larger grants.
A1.1.6.2					Establish opprtunities for small businesses to leverage City resources for expanded advertising as may be appropriate.
A1.1.6.3					Expand communications efforts to highlight local businesses.
A1.1.6.4					Identify locations for potential commissary kitchen.
A1.1.7				Create an incubator and/or shared workspace for micro-businesses to serve the Pittsburg community.	
A1.1.7.1					Provide space downtown for brick and mortar establishment.
A1.1.7.2					Create a pro-forma for incubator operation.
A1.1.7.3					Idenitfy managing entity for shared workspace if applicable.
A1.1.7.4					Issue an RFP.
A1.1.7.5					Identify resources to establish a one-stop-shop for startup business needs.

A1.1.8				Leverage the Railroad Avenue Specific Plan (RASP) to create a micro-cluster that includes development of jobs and housing with reduced reliance of automobiles.	
A1.1.8.1					Market the streamlined CEQA and Design Review of properties within the RASP.
A1.1.8.2					Establish a Public Art ordinance for the RASP.
A1.1.8.3					Explore creation of an In-Lieu Fee for commercial development portions of mixed-use areas which can be utilized for enahncements to other commerial areas within the RASP.
A1.1.9				Enhance data capabilities.	
A1.1.9.1					Identify commercial areas with poor WiFi connectivity, lacking fiber, etc.
A1.1.9.2					Engage service providers.
A1.1.9.3					Streamline permits.
A1.1.9.4					Coordinate construction with Roads Maintenance Plan.
A1.1.9.5					Create public-facing GIS map of utility provider service areas.
A1.1.10				Promote and enroll 10 Section 8 participants in the Self Sufficiency Pilot Program.	
A1.1.10.1					Notify and Oonboard Section 8 participants.
A1.1.10.2					Track participants' progress and make modifications to the program as necessary.
A1.1.10.3					Report quarterly on the progress.
A1.1.10.4					Connect participants to local nonprofits providing parent support services.
A1.1.11				Revise and update the Housing Rehabilitation Loan Program Guidelines.	
A1.1.11.1					Complete the review of the current guidelines.
A1.1.11.2					Identify sections that need to be addressed.
A1.1.11.3					Present revisions to the Life Enrichment Subcommittee.
A1.1.11.4					City Council adoption.
A1.1.11.5					Implement revised and updated guidelines.
A1.1.12				Consider development options of Biss Avenue after ongoing market analysis and strategy development is completed.	
A1.1.12.1					TBD

A1.1.12.2					TBD
A1.2			Bring local and regional community-serving nonprofits to Pittsburg to serve the Pittsburg community.		
A1.2.1				Create an incubator and/or shared workspace for non-profits to serve the Pittsburg community.	
A1.2.1.1					Provide space downtown for brick and mortar establishment.
A1.2.1.2					Create a pro-forma for incubator operation.
A1.2.1.3					Idenitfy managing entity for shared workspace if applicable.
A1.2.1.4					Issue an RFI.
A1.3			Bring more residents and visitors to the City and further support the hospitality industry in Pittsburg.		
A1.3.1				Support hosting of 'destination' events.	
A1.3.1.1					Consider allowance of short stay rentals that can provide additional hospitality options.
A1.3.1.2					Create Special Event Guidelines, Leasing Guide, and contact list for large events spaces (Buckley, City Hall Lawn).
A1.3.1.					Improve Special Event Permit process.
A1.4.1				Support and grow City's signature events for Long term success.	
A1.4.1.1					Identify City's signature events.
A1.4.1.2					Estimate City's ROI on each signature event.
A1.4.1.3					Connect buisnesses within the hospitality industry with events taking place at Dream Courts, Premier Fields, the California Theater, and other event organizers.
A1.4.1.4					Include in Economic Development's annual Communications narrative.
A1.4.1.5					Identify resources.
A	Improvement				
A2		Public Infrastructure			
A2.1			Increase Pavement Condition Index (PCI) to 65 by 2029.		
A2.1.1				Close annual road maintenance funding gap.	
A2.1.1.1					Host monthly Roads Town Halls to educate community about lack of funding for local roads maintenance.
A2.1.1.2					Conduct 2 community surveys.

A2.1.1.3					Pursue grant funding for local roads maintenance.
A2.1.1.4					Implement Pavement Management Plan to preserve local roads before failure.
A2.1.1.5					Consider sales tax measure.
A2.2			Improve traffic circulation.		
A2.2.1				Reduce traffic delay at the intersection of San Marco Boulevard and West Leland Boulevard.	
A2.2.1.1					Finalize design of West Leland Extension Project.
A2.2.1.2					Complete construction of the West Leland Extension Project.
A2.2.1.3					Work with Caltrans to develop concepts and timelines for interchange improvements at Highway 4.
A2.2.3				Reduce traffic delay along Railroad Ave Corridor.	
A2.2.3.1					Collaborate with CCTA on design of the Smart Signals Project.
A2.2.3.2					Complete Pittsburg Center Smart City Project.
A2.2.3.3					Work with Caltrans to develop concepts and timelines for interchange improvements at Highway 4.
A2.2.4				Promote public transit incentive programs that are available to the community.	
A2.2.4.1					Research potential impacts of a trolley route.
A2.2.4.2					Promote existing transit program incentives to encourage ridership.
A2.2.5				Reconvene Southwest Hills Group.	
A2.2.5.1					Seek partnership with Cities of Antioch and Concord regarding traffic and applicable projects at City boundaries.
A2.3			Improve public facilities and infrastructure for beautification and safety.		
A2.3.1				Improve City's key entryways.	
A2.3.1.1					Designate priority entryway locations for beautification improvements.
A2.3.1.2					Develop concepts for entryway improvements.
A2.3.1.3					Complete improvements.

A2.3.2				Reduce illegal dumping.	
A2.3.2.1					Analyze impact of 2024 ordinance
A2.3.2.2					Work with franchised hauler to reduce cost of recycling select materials and goods.
A2.3.2.3					Develop strategies to reduce illegal dumping through increased signage, security cameras, and restricting access to frequent illegal dumping locations.
A2.3.3				Address blighted properties in residential and commercial areas in order to enhance the aesthetics of the City, increase property values, and support existing businesses.	
A2.3.3.1					Remove trash and litter at City owned waterfront locations daily
A2.3.3.2					Continue to dedicate one Code Enforcement Officer to addressing long-standing blighted properties.
A2.3.3.3					Identify one or more apecific blighted areas/neighborhoods where property crimes are higher than average and go property-by-property to identify violations and send notices as needed.
B	Sustainment				
B1		Youth Development			
B1.1			Promote a coordinated network of youth services.		
B1.1.1				Support Contra Costa County's efforts under Measure X.	
B1.1.1.1					Engage mental and physical health care providers.
B1.1.1.2					Connect parents to existing resources.
B1.1.1.3					Provide space for County's service providers under Measure X.
B1.1.2				Maximize community centers and youth centers use throughout City.	
B1.1.2.1					Software upgrade for enhanced accessibility and tracking.
B1.1.2.2					Develop a long term Facilities Management Plan
B1.1.2.3					Create an My Brother's Keeper (MBK) program.

B1.1.2.4					Coordinate with local business, as well as Los Medanos College and Pittsburg High School, to connect local businesses with students pursuing internships and/or job opportunities.
B1.1.2.5					Connect young adults to teen development opportunities.
B	Sustainment				
B2		Public Safety			
B2.1			Reduce violent crime to no more than 3.0 per capita and property crime to no more than 20.0 per capita.		
B2.1.1				Conduct crime tracking in Pittsburg and in neighboring jurisdictions.	
B2.1.1.1					Analyze the potential for a community facing dashboard and department analytics.
B2.1.1.2					Update Violent Crime Reduction Plan.
B2.1.2				Review response times.	
B2.1.2.1					Analyze response times for priority levels 1, 2, and 3. Review options to add data to Objective 1.
B2.1.2.2					Report to Public Safety Subcommittee.
B2.1.3				Educate youth and parents on human trafficking.	
B2.1.3.1					Host a community forum/training for parents and youth on human trafficking.
B2.1.3.2					Attract participants.
B2.1.3.3					Develop educational materials and opportunities to inform the spanish-speaking community.
B2.1.3.4					Discuss partnership with the PUSD to provide human trafficking education at schools.
B2.2			Ensure the City is prepared for major emergencies.		
B2.2.1				Develop a Continuity of Operations Plan (COOP)	
B2.2.1.1					Consultant draft a COOP
B2.2.1.2					Collect staff input and regional best practices.
B2.2.1.3					integrate staff input and regional best practices into COOP draft
B2.2.1.4					Finalize and adopt COOP
B2.2.1.5					Train staff and implement

B2.2.3				Seek funding for implementation of COOP and recently updated Emergency Operations Plan (EOP).	
B2.2.3.1					Survey other Bay Area cities for (Emergency Operations Center) EOC budget and emergency preparedness budget.
B2.2.3.2					Categorize costs of emergency preparedness identified in COOP and EOP.
B2.2.3.3					Pursue grants for identified costs.
B2.2.3.4					Prioritize identified costs in Emergency Operations Budget.
B2.2.4				Inform the community on disaster preparedness.	
B2.2.4.1					Develop and disseminate distaster readiness and emergency planning materials to the community in multiple languages.
B2.2.4.2					Determine feasibility of conducting Community Emergency Response Team (CERT) training.
B	Sustainment				
B3		Effective Service Delivery: Enhance the resident experince by providing high quality operations and services through technology and streamlined processes.			
B3.1			Achieve and maintain customer satisfaction scores of 90% across all departments, programs, and services.		
B3.1.1				Establish a customer satisfaction scoring rubric for customer interfaces.	
B3.1.1.1					Survey rubrics employed by other agencies and service providers and common interfaces collecting satisfaction data.
B3.1.1.2					Develop scoring rubric.
B3.1.1.3					Identify interfaces to implement rubric.
B3.1.2				Professional development for staff to improve delivery of public services.	
B3.1.2.1					Participate in the County's annual Leadership program.

B3.1.2.2					Develop an internal leadership program (identify constraints of 2018 attempt).
B3.1.2.3					Deploy internal leadership program.
B3.1.3				Create "how to" video series for improved experience interacting with City services.	
B3.1.3.1					Identify areas where a "how to" demo would create biggest impact for users.
B3.1.3.2					Analyze cost benefit of completing task in-house or with consultant.
B3.1.3.2					Create videos based on impact analysis (Community Development and Public Works permit application processes, Community Development and Public Works inspection expectations, Code Enforcement processes for example).
B3.1.4				Improve user experience and efficiency at City Hall payment centers.	
B3.1.4.1					Develop design and cost of digital self-service bay in City Hall.
B3.2			Improve City operations through technology and streamlined processeses.		
B3.2.1				Citywide audit for waste elimination opportunities.	
B3.2.1.1					Identify internal team.
B3.2.1.2					Idenifty council preferences/priorities.
B3.2.1.3					Conduct audit.
B3.2.2				Connect people to the right resources.	
B3.2.2.1					Explore artifical intelligence (AI) for website solutions.
B3.2.2.2					Consolidate webpages and establish a more intuitive hierarchy of pages that help visitors navigate the website.
B3.2.2.3					Update City the “Engage Pittsburg” app.
B3.2.2.4					Reconfigure the City's GoGov reporting and response system to better communicate to residents the status and next steops of Code Enforcement Actions.
B3.2.3				Continue to implement the new Enterprise Resource Planning software.	
B.3.2.3.1					Improve user experience at water payment center through ERP.

B3.2.3.2					Implement finance modules.
B3.2.3.3					Train staff on the ERP.
B3.2.3.4					Implement E-forms (HR).
B3.2.3.5					Implement Onboarding (HR).

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Introduction and Waive First Reading of an Ordinance Amending Section 1.28.015 of the Pittsburg Municipal Code and by Minute Order Accepting the Brand Standards

MEETING DATE: April 7, 2025

EXECUTIVE SUMMARY

The item proposes to amend Pittsburg Municipal Code (PMC) Section 1.28.015 to adopt the revised City logo resulting from its marketing and branding initiatives, and to accept Brand Standards for its use.

FISCAL IMPACT

There is no fiscal impact with this amendment to the PMC.

RECOMMENDATION

Staff recommends that the City Council introduce and waive the further reading of an ordinance amending Section 1.28.015, "City Logo," of the Pittsburg Municipal Code, and accept the attached Brand Standards.

BACKGROUND

On January 18, 2022, the City Council adopted the City's current Economic Development Strategic Plan that includes Implementation Strategy 5.5, which endeavors to "[d]evelop a branding strategy for the City with the direct goal of business recruitment. A new branding strategy should complement other City branding efforts."

A Request for Proposal was published in April 2023 for the City's Municipal Marketing and Branding services. On October 3, 2023, the City Council authorized the City Manager to execute a consultant agreement with North Star Place Branding and Marketing (North Star) and allocated $200,000 towards these efforts.

North Star led all City community marketing and branding initiatives, including a review and assessment of the City's current efforts, key stakeholder education, interviews, focus groups, brand positioning, and creative workshops to begin work on repositioning Pittsburg in the marketplace.

With guidance and feedback from the City Council, a new logo was created, and brand standards were established.

SUBCOMMITTEE FINDINGS

On March 12, 2025, staff and consultants at North Star presented the final designs to the Community and Economic Development Subcommittee.

STAFF ANALYSIS

The City of Pittsburg has adopted an official seal and logo, which are used in the authentication of official records and to identify City programs, initiatives, partnerships, and sponsorships. The official seal and logo are considered symbols of the authority and jurisdiction of the City.

The City of Pittsburg has developed a revised logo, which retains the general look of the current logo, but modernizes its overall appearance. The logo also incorporates a revised wordmark.

Staff recommends enacting reasonable regulations for its use to ensure consistency and accuracy. The attached Brand Standards ensure accurate communication and a consistent presentation of the City's brand. This strategy will effectively enhance brand recognition, build trust, and create a cohesive experience for internal and external audiences.

ATTACHMENTS: Ordinance
Brand Standards

Report Prepared By: Dhaynae Romero, Administrative Analyst II

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Amending Section 1.28.015 of the)
Pittsburg Municipal Code to)
<u>Replace City Logo</u>)

ORDINANCE NO. 25-

WHEREAS, the City of Pittsburg has adopted an official seal and logo, which are used in the authentication of official records and to identify City programs, initiatives, partnerships, and sponsorships; and

WHEREAS, the official seal and logo are considered symbols of the authority and jurisdiction of the City; and

WHEREAS, in 2018, the City Council adopted an ordinance setting forth the logo of the City of Pittsburg within the Pittsburg Municipal Code, at Section 1.28.015; and

WHEREAS, economic development staff have proposed a modernized logo to replace the current logo.

NOW, THEREFORE, the City Council of the City of Pittsburg does ORDAIN as follows:

<u>SECTION 1.</u> Section 1.28.015, “City logo,” is hereby amended to read as follows:

The logo of the city is the same as that heretofore used and depicted below:

<u>SECTION 2</u>. Severability.

If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions.

SECTION 3. Publication.

The Ordinance shall be posted and published in accordance with the California Government Code.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Pittsburg held on April 7, 2025, and was adopted and ordered published at a meeting of the City Council held on ________________, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

____
Jelani Killings, Mayor

ATTEST:

____
Alice E. Evenson, City Clerk

Pittsburg

CALIFORNIA

Brand Standards

2025

ABOUT THIS GUIDE

These brand standards were developed as a method for implementing and protecting the visual identity the City of Pittsburg. It is important to consult with and follow the enclosed guidelines to maintain the integrity of the brand. Departure from the established brand standards poses significant risks, including the potential to undermine credibility and erode trust within your community. It is imperative to maintain consistency in brand messaging and design to uphold your brand's reputation and foster strong connections with your audience.

If you need any additional information or guidance, please contact the Executive Assistant to the City Manager.

FILE TYPES, COLOR PROFILES & HOW TO USE THEM

The logo suite and PANTONE® color palette provided for Pittsburg will contain several different file types and color profiles you will need to implement your brand. See explanations below to gain a better understanding of the file types and color profiles provided to properly use each asset and maintain the integrity of your brand.

File Types:

PNG
Primarily used for web graphics, logos, charts, and illustrations. This file is the only type with a transparent background and typically has a larger file size.

JPG / JPEG
Primarily used for web graphics and photography. This file must have a background and typically has a smaller file size.

PDF
Primarily used for printing. This file is best for printing high-quality documents.

AI / SVG / EPS
Used for anything that requires a vector-based graphic. A vector is infinitely scalable without running the risk of losing image quality. This file is best for large format projects like billboards and digital boards.

Color Profiles:

HEX
Used to design websites, this code uses a combination of numbers and letters to communicate color values to web-building applications.

CMYK
Used for print materials, these color values represent the 4-Color printing process. Each number corresponds to a Cyan, Magenta, Yellow, and Black color value.

RGB
Used for digital materials, these color values represent a combination of Red, Green, and Blue. This profile is best when colors are being viewed on a digital screen such as a computer or TV.

LOGO USAGE GUIDELINES

The following guidelines illustrate the proper use of the Pittsburg logo.

PRIMARY LOGO
The lockup of the logo with the state underneath is the preferred logo, and should be used in most circumstances.

SECONDARY LOGO
Using this version is recommended when the designated space for the logo does not suite the primary orientation.

LOGO ONLY
The logo can be used as a standalone without the state in local instances that don't require state specification.

ICON
The icon should be used when the primary logo's size is too large for the space it will occupy. The icon can also be used as a standalone design element or identifier.

LOGO SAFE AREA
No other object should be placed within the safe area around the logo. The safe area is a boundary identified by the height of the 'P' in Pittsburg.

1-COLOR VERSIONS
The 1-color version of the logo should be used in circumstances where a limited palette is required, or when the logo is printed in black or white.

IMPROPER USE OF LOGO

The following are examples of improper modifications to the Pittsburg logo that violate the integrity of the brand. Please follow all guidelines herein when using the Pittsburg logo or any partner/department logos. If you are unsure if a desired use is allowed, reach out to the designated contact listed on page 2.

DO NOT use any unofficial colors or any combination of colors different than those in the official color palette.

DO NOT add unofficial copy or graphics within the safe area.

DO NOT delete, add or adjust any element of the logo.

DO NOT try to recreate this logo. Use only the artwork provided. It should not be typeset or replaced with any other font

DO NOT stretch or distort the logo out of its original proportions when resizing or scaling.

DO NOT feature the logo on a color, background or image that makes it difficult to read.

DO NOT alter the logo for any other unapproved entity.

DO NOT change the proportions of the logo.

DO NOT change the orientation of the logo.

COLOR PALETTE

The color palette provides a guide for keeping a consistent color scheme within the brand. Consult the color palette shown below and work closely with professional printing services to ensure proper colors are used. The palette is intended to enhance the development of a cohesive brand. All designs should rely primarily (exclusively if at all possible) on the colors within the palette.

PRIMARY

PANTONE®	HEX	CMYK	RGB
Warm Red C	#F9423A	0, 88, 80, 0	249, 66, 58
3581 C	#22326E	100, 87, 0, 31	34, 50, 110
7461 C	#0082BB	93, 32, 0, 0	0, 130, 187

SECONDARY

PANTONE®	HEX	CMYK	RGB
2310 C	#D9C0A9	15, 23, 33, 0	217, 192, 169
Black 6 CP	#161F28	83, 71, 58, 70	22, 31, 40
636 C	#8BD3E6	44, 1, 7, 0	139, 211, 230
2190 C	#67BDE4	61, 5, 0, 0	103, 189, 228
367 C	#A4D65E	47, 0, 91, 0	164, 214, 94
554 C	#205C40	84, 40, 79, 35	32, 92, 64
129 C	#FCC130	5, 15, 87, 0	243, 208, 62

Keep in Mind:

The PANTONE® swatches above and their HEX/CMYK/RGB breakdowns are an accurate representation of your brand colors. Every design software has its own color management system that may cause the values to vary or appear incorrect. Use the color breakdown that best suits your design software and matches the swatches to keep your colors as accurate as possible.

TYPEFACES

Files have been provided in a variety of formats that allow use of the Pittsburg logo without purchasing typefaces. The logo itself is considered a piece of artwork and should not be changed. However, if additional customizations are made to the logo, such as adding an event name, it will be necessary to purchase the appropriate license for the typeface. Note: some typefaces may be available for use through any existing Adobe Creative Cloud subscription that the City marketing department has.

New Spirit Bold Logo Base Font	1 2 3 4 5 6 7 8 9 0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z
Montserrat SemiBold State Base Font	1 2 3 4 5 6 7 8 9 0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z
Montserrat Bold Tagline Base Font	1 2 3 4 5 6 7 8 9 0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z
Agenda Semibold Primary Headline	1 2 3 4 5 6 7 8 9 0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z
Montserrat Variable Weights Primary Body Copy Universal Web Font	1 2 3 4 5 6 7 8 9 0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z

"ANCHORED IN" MESSAGING GUIDELINES

These "Anchored In" statements serve as foundational pillars for Pittsburg's brand story by guiding messaging and reinforcing the values and characteristics that make Pittsburg special. These statements articulate what Pittsburg stands for while creating a consistent story that resonates across economic development, tourism, and community engagement efforts.

Consistency is essential in building a strong and recognizable brand. These five statements have been carefully chosen to unify communications and create a compelling brand story. While many words could fit into this system, the following are the only approved "Anchored In" statements. Any additional "Anchored In" statements must receive approval from the City Manager before use.

ANCHORED IN **INNOVATION**

What it means: From cutting-edge industries to transformative ideas, Pittsburg is a city that embraces progress. Our future is fueled by forward-thinking businesses and commitment to creating new opportunities.

ANCHORED IN **SERVICE**

What it means: Our city stands strong because of the people who are dedicated to creating a community that works for everyone. Pittsburg thrives on the spirit of service. We take care of one another because that's who we are.

ANCHORED IN **FUN**

What it means: Adventure and entertainment await throughout the year. Whether it's a day on the Delta, a festival in Old Town, or cheering on the home team, Pittsburg is a place where moments turn into memories.

ANCHORED IN **COLLABORATION**

What it means: We believe in the power of working together. Businesses, local leaders, and residents unite to shape a city that supports growth, fosters partnerships, and builds a thriving future for all.

ANCHORED IN **EXCELLENCE**

What it means: In the City of Pittsburg, we are built on ambition. We strive for the best in our schools, our businesses, and our quality of life. Whether it's in the classroom, the workplace, or the community, excellence is the standard we set.

BRAND NARRATIVE

The Pittsburg Brand Narrative uses emotional language to establish the written character of the brand. Stakeholders throughout the community should be encouraged to use all or some of the copy as-is when describing the Pittsburg community or the relationship of Pittsburg to an organization, event, or business. This narrative can also be used to guide the tone of new copy.

Pittsburg, California: Anchored in Community

This is Pittsburg. A place with hard work in our DNA, built by harnessing the elements that made the modern world. Here, the industries that defined our history – fishing, mining, and manufacturing – were borne of the earth, the water, and the hands of the people who made this place their own.

This is Pittsburg, where rivers and bays braid together to form the mighty San Francisco Bay—coming together from different places to create something stronger, just like our many diverse communities.

This is Pittsburg, where the American Dream is built, step-by-step, generation by generation. Today, the City stands as a mosaic of cultures and communities, brought together by a shared and inherited love for this place. Our people, diverse and resilient, move forward with a pride that runs as deep as the San Joaquin River Delta. Festivals fill the air with music, laughter, and the scent of food that tells the story of many cultures. Signature events, like the annual Seafood Festival, are celebrations not just of food and heritage, but of the spirit that unites everyone who gathers under the California sun.

This is Pittsburg, where the steady waters around which this City was built symbolize the steady promise made to our citizens—a promise of rebirth, of new horizons. With each passing year, Pittsburg's vision for the future grows ever brighter, as new industries and dreams take root in its fertile soil. Young people bring fresh energy, families find a place to call their own, and the City, with eyes on tomorrow, builds bridges between what was and what will be.

We remain anchored—anchored in community, in heritage, in the belief that this city can dream big without losing its soul. The pride of Pittsburg runs deep, a quiet but unshakable force that reminds people that their our roots are strong, no matter how far the branches reach. This City is a living testament to resilience, a place where tradition and progress walk hand in hand.

As we look to the future, Pittsburg dreams of more than just growth. We dream of a place where community and innovation meet, where the Delta continues to nourish not just the land, but the aspirations of everyone who calls it home. We dream of being a beacon in the Bay, a City that remembers its past but never lets it weigh it down—a City that, much like the tides that shape its shores, knows how to move forward.

This is Pittsburg: we sail not just toward the horizon, but toward a future that's ours to shape.

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution Accepting the Plans and Specifications, Allocating CalRecycle Grant Funds, and Awarding Project 2029 - Zone 4 Pavement Management

MEETING DATE: April 7, 2025

EXECUTIVE SUMMARY

Project 2029 - Zone 4 Pavement Management (the "Project") will rehabilitate streets in Pavement Management Zone 4 and increase their useful life. Various forms of pavement treatments will be utilized such as crack seal, micro-surfacing, cape seal, three-layer treatment, base repair, and mill and overlay. If adopted, this resolution will accept the Project plans and specifications, allocate CalRecycle grant funds, and award a construction contract to Consolidated Engineering Inc.

FISCAL IMPACT

The Project is fully funded with a combination of General Fund, Measure M, HUTA gas tax, and RMRA. The City was awarded a $250,000 CalRecycle grant for Project 2040 – 2023/24 Pavement Management. Staff recommends allocating the remaining $102,859 CalRecycle grant funds to this Project.

The updated CIP Project Sheet is attached to this report.

RECOMMENDATION

City Council adopt the attached Resolution accepting the Project plans and specifications, and authorizing the City Manager to execute a construction contract with Consolidated Engineering Inc. for a total amount not to exceed $3,199,734.48. Staff also recommends that the City Council allocate a construction contingency in the amount of $1,043,475 for any unanticipated costs, contract change orders, adding additional paving locations, and performing emergency repairs at Hillview Drive.

Staff further recommends that the City Engineer be authorized to approve contract change orders for the Project in a total amount not to exceed 50% of the construction contingency, and the City Manager be authorized to approve change orders in an amount not to exceed the approved Project budget. Staff further recommends that the City Council allocate remaining grant funding from the CalRecycle 2023/24 Rubberized Pavement Grant to the Project.

BACKGROUND

On March 4, 2024, the City Council adopted Resolution No. 24-14438, accepting the 2023/24 Rubberized Pavement Grant from CalRecycle in an amount not to exceed $250,000. The City utilized $147,141 of CalRecycle grant funding in Summer 2024. The remaining $102,859 of funding will be utilized on the Project with adoption of this Resolution.

On September 16, 2024, the City Council adopted Resolution No. 24-14533 approving the Annual Budget and Five-Year Capital Improvement Program for Fiscal Years 2024/25 through 2028/29, allocating $1,900,000 RMRA (Fund 228), $800,000 HUTA (Fund 203), $650,000 from Measure M, $500,000 from Measure M Surplus, and $436,051 of General Fund (Fund 110) to the Project.

On March 6, 2025, construction bids were opened, and Consolidated Engineering Inc. was the lowest responsive, responsible bidder with a base bid in the amount of $3,199,734.48.

SUBCOMMITTEE FINDINGS

This item was not discussed in detail during a subcommittee meeting.

STAFF ANALYSIS

The City has an intended goal of raising its Pavement Condition Index (PCI) through the improvement of road infrastructure. Staff has divided the City into 10 pavement maintenance zones to assist in the evaluation and development of priorities for Pavement Maintenance. The City's strategy is to maintain roads in fair condition using cost effective pavement maintenance treatments, while attempting to identify additional funding to address the pavement that has already failed, which has a higher repair cost. After analyzing the condition of the pavement in each of the 10 zones, Zone 4 was determined to be the best candidate for this year's project due to its pavement being on the verge of failure.

Project 2029 – Zone 4 Pavement Management is part of the City's long-term pavement management plan to maintain and rehabilitate the City's street network. The Project will increase the useful life of local and residential streets, enhance road safety conditions, and contribute to the goal of raising the City's PCI score.

ATTACHMENTS: Resolution
CIP Project Sheet

Report Prepared By: Savon Reese, Associate Engineer

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Accepting the Plans and Specifications,	)	
Allocating CalRecycle Grant Funds	)	
And Awarding Project 2029 - Zone 4	)	RESOLUTION NO. 25-
Pavement Management	)	

WHEREAS, Project 2029 - Zone 4 Pavement Management (the “Project”) will rehabilitate the pavement in Pavement Management Zone 4; and

WHEREAS, on March 4, 2024, the City Council adopted Resolution No. 24-14438, accepting the 2023/24 Rubberized Pavement Grant from CalRecycle in an amount not to exceed $250,000 and allocated the funds to Project 2040; and

WHEREAS, Project 2040 utilized $147,141 of the grant funding from the CalRecycle 2023/24 Rubberized Pavement Grant and $102,859 is remaining; and

WHEREAS, on September 16, 2024, the City Council adopted Resolution No. 24-14533, approving the Annual Budget and Five-Year Capital Improvement Program for Fiscal Years 2024/25 through 2028/29, allocating $1,900,000 RMRA (Fund 228), $800,000 HUTA (Fund 203), $650,000 from Measure M, $500,000 from Measure M Surplus, and $436,051 of General Fund (Fund 110) to the Project.; and

WHEREAS, on February 13, 2025, staff advertised the Project for construction bids; and

WHEREAS, on March 6, 2025, seven construction bids were received, and Consolidated Engineering Inc. was the lowest responsive, responsible bidder with a base bid in the amount of $3,199,734.48; and

WHEREAS, staff recommends that the City Council accept the plans and specifications; and

WHEREAS, staff recommends that the City Council award a contract to Consolidated Engineering Inc. in an amount not to exceed $3,199,734.48 for construction of the Project; and

WHEREAS, staff recommends establishing a contingency in an amount of $1,043,475, for unanticipated costs, contract change orders, adding additional paving locations, and performing emergency repairs at Hillview Drive; and

WHEREAS, staff recommends that the City Engineer be authorized to approve contract change orders in an amount not to exceed 50% of the construction contingency, and the City Manager be authorized to approve change orders for a total amount not to exceed the approved Project budget; and

WHEREAS, staff further requests that remaining grant funding from the CalRecycle 2023/24 Rubberized Pavement Grant be allocated to the Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pittsburg hereby accepts the plans and specifications, awards a construction contract to Consolidated Engineering Inc., authorizes a contingency in the amount of $1,043,475, authorizes the City Engineer to approve contract change orders in an amount not to exceed 50% of the contingency, authorizes the City Manager to approve change orders for an amount not to exceed the approved Project budget, and allocates $102,859 from the CalRecycle Grant to the Project.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 7th day of April 2025, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

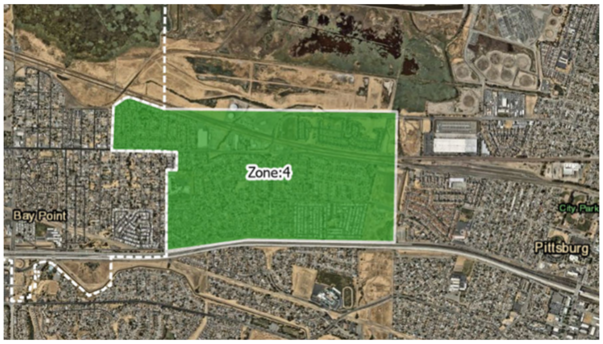
____
Jelani Killings, Mayor

ATTEST:

____
Alice E. Evenson, City Clerk

Project Title: **Project #:**

Zone 4 Pavement Management 2029



Project Category:	Roadway Infrastructure
Location:	Maintenance Zone 4
Project Manager:	S. Reese
Project Priority:	1E - Essential
Project Status:	Construction
Est. Completion Date:	2025/26

Description/Justification:

The City of Pittsburg has divided its pavement management plan into 10 zones. The project will use a variety of pavement management techniques such as pavement overlay, reconstruction, micro-surfacing, cape seal, patch paving, base failure repairs, and crack sealing.

Supplemental Information:

CalRecycle grant funding remaining from project 2040 will be utilized by this project.

PROJECT FINANCING		CURRENT		PROPOSED					
PROJECT EXPENDITURES		**Prior**	**2024/25**	**2025/26**	**2026/27**	**2027/28**	**2028/29**	**2029/30**	**TOTAL**
1101	**Staff Time**		$ 30,000	$ 30,000					**$ 60,000**
2281	**Construction**		$ 2,000,000	$ 2,268,910					**$ 4,268,910**
2372	**Administrative Overhead**		$ 30,000	$ 30,000					**$ 60,000**
TOTAL			**$2,060,000**	**$ 2,328,910**					**$ 4,388,910**
PROJECT FUNDING		**Prior**	**2024/25**	**2025/26**	**2026/27**	**2027/28**	**2028/29**	**2029/30**	**TOTAL**
110	**General Fund**	$ 436,051							**$ 436,051**
	Measure M Surplus		$ 500,000						**$ 500,000**
111	**Measure M**		$ 650,000						**$ 650,000**
203	**HUTA**		$ 800,000						**$ 800,000**
228	**RMRA**		$ 1,900,000						**$ 1,900,000**
	Cal Recycle		$ 102,859						**$ 102,859**
TOTAL		**$ 436,051**	**$3,952,859**						**$ 4,388,910**

OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

TO: Mayor and Council Members

FROM: Garrett Evans, City Manager

SUBJECT: Adoption of a City Council Resolution to Accept Grant Funds from the Department of Energy for the Energy Efficiency and Conservation Block Grant Program

MEETING DATE: April 7, 2025

EXECUTIVE SUMMARY

The City of Pittsburg has been awarded $128,250 in Equipment Rebate Funds through the Department of Energy's Energy Efficiency and Conservation Block Grant (EECBG) Program. Staff is requesting adoption of a Resolution to accept the grant funds and allocate the funds to multiple energy efficiency projects.

FISCAL IMPACT

Approval of this Resolution will provide $128,250 in General Fund relief through acceptance of grant funding.

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution authorizing acceptance of EECBG Program funds from the U.S. Department of Energy (DOE).

BACKGROUND

The DOE received funding from the Bipartisan Infrastructure Law (BIL) and the Inflation Reduction Act (IRA) to create or expand sustainability. One of these programs is the EECBG Program, which received $550 million through BIL and is administered by DOE's Office of State and Energy Community Programs (SCEP). Through the EECBG Program, DOE is offering eligible local and Tribal governments the option to select an equipment rebate and/or technical assistance voucher in lieu of a traditional formula grant.

The EECBG Program assists eligible states, units of local government, and tribes to implement strategies to:

- Reduce fossil fuel emissions in a manner that is environmentally sustainable and to the maximum extent practicable, maximizes benefits for local and regional communities
- Reduce the total energy use of eligible entities
- Improve energy efficiency in the transportation, building, and other appropriate sectors
- Build a clean and equitable energy economy that prioritizes disadvantaged communities and promotes equity and inclusion in workforce opportunities and deployment activities, consistent with the Justice40 Initiative

On May 1, 2024, staff submitted a voucher application for the EECBG Program, which was approved on July 2, 2024. The EECBG Program is a two-year program that concludes on July 3, 2026, with the option to request a no-cost extension.

SUBCOMMITTEE FINDINGS

This item was presented to the Finance Subcommittee on October 18, 2024 during a monthly grants update from the Environmental Services Division. The Subcommittee supported the funding pursuit and proposed energy efficiency projects.

STAFF ANALYSIS

EECBG Program funding recipients must use the funds to sustain long-term energy savings, emission reductions, and equitable workforce and community investment impacts. Based on the list of eligible activities with program funds and impact criteria, staff identified energy-saving and greenhouse gas reduction projects per potential EECBG project.

Staff proposed the following projects that would otherwise be delayed or funded by the General Fund:

Efficient Light Sources – LED Lighting: $50,000
Conversion of approximately 28 streetlights on Marina Boulevard, from Bay Side Drive to Pelican Loop, to efficient LED lighting.

Efficient Light Sources – LED Lighting: $22,000
Conversion of approximately 18 lights at the Marina Center, 340 Marina Boulevard.

Weatherization Materials – Updated Windows and Skylights: $11,000
Installation of window tinting at City Hall, located at 65 Civic Avenue.

Other: $45,250
Integration of a lighting control system component for the City Hall's existing lighting system.

The attached resolution will authorize receipt of EECBG Program funds to support and implement the programs identified above to improve energy efficiency and reduce energy use and fossil fuel emissions in the Pittsburg community.

ATTACHMENTS: Resolution
EECBG Program Application Instructions
EECBG Program Voucher Preapproval Email

Report Prepared By: Dhaynae Romero, Administrative Analyst II

BEFORE THE CITY COUNCIL OF THE CITY OF PITTSBURG

In the Matter of:

Accept Grant Funds from the Department	)	
Of Energy for the Energy Efficiency and	)	RESOLUTION NO. 25-
Conservation Block Grant Program	)	

WHEREAS, the Bipartisan Infrastructure Law and the Inflation Reduction Act appropriated funding for the Department of Energy to award grants under the Energy Efficiency and Conservation Block (EECBG) Program to states and units of local and tribal government; and

WHEREAS, the City of Pittsburg has been awarded $128,250 in Equipment Rebate Funds to develop and implement projects to improve energy efficiency and reduce energy use and fossil fuel emissions in the community; and

WHEREAS, the City will use this funding to support streetlight and parking lot light upgrades, installation of window tinting, and integration of a lighting control system at the City Hall; and

WHEREAS, approval of this Resolution will provide $128,250 in General Fund relief through acceptance of grant funding.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pittsburg hereby authorizes the acceptance of the grant funding from the Department of Energy's Energy Efficiency and Conservation Block Grant program.

PASSED AND ADOPTED by the City Council of the City of Pittsburg at a regular meeting on the 7th day of April 2025, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

____
Jelani Killings, Mayor

ATTEST:

____
Alice E. Evenson, City Clerk

EECBG Program Notice 22-01
Effective Date: January 18, 2023

SUBJECT: INFRASTRUCTURE INVESTMENT AND JOBS ACT OF 2021 ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM FORMULA GRANT APPLICATION INSTRUCTIONS

TABLE OF CONTENTS

1.0 PURPOSE

The Department of Energy (DOE) is establishing Formula Grant Application Instructions and management information for the Infrastructure Investment and Jobs Act (IIJA) Energy Efficiency and Conservation Block Grant (EECBG) Program, including (1) Administrative and Legal Requirements Document (ALRD), (2) IIJA Formula Allocations to States, Local Governments and Indian tribes, (3) IIJA Application Checklist, (4) IIJA EECBG Program Pre-Award Information Sheet, and (5), IIJA Energy Efficiency and Conservation Strategy Templates.

The EECBG Program assists eligible states, units of local government, and Indian tribes, as described below (herein called "entities" or "eligible entities") in implementing strategies to:

- Reduce fossil fuel emissions in a manner that is environmentally sustainable and, to the maximum extent practicable, maximizes benefits for local and regional communities;
- Reduce the total energy use of the eligible entities; and
- Improve energy efficiency in the transportation sector, the building sector, and other appropriate sectors.[1]
- Build a clean and equitable energy economy that prioritizes disadvantaged communities and promotes equity and inclusion in workforce opportunities and deployment activities, consistent with the Justice40 Initiative.

These stated purposes describe the overall intent of the EECBG Program. Entities may develop various initiatives and projects that address one or more of the purposes and each activity an entity undertakes is not required to meet all of the stated purposes. Entities may choose from a range of eligible activities, as defined in Section 544 of the Energy Independence and Security Act of 2007[2](EISA) as amended by Section 40552(a) of the IIJA (Public Law 117-58).

Each entity receiving EECBG Program funds (including State sub-recipients) is required to use the funds in a cost-effective manner that is of maximum benefit to the population of that entity and in a manner that will yield sustained long-term impacts in terms of energy, emission reductions, and equitable workforce and community investment opportunities. To these ends, DOE encourages entities to develop new and innovative approaches within the framework of the legislation and Program Guidance.

2.0 SCOPE

The provisions of this Program Notice apply to eligible entities applying for formula grant financial assistance under DOE's EECBG Program with appropriations provided by the IIJA under Section 40552(b). The information in this Program Notice incorporates relevant provisions from the Code of Federal Regulations (CFR) applicable to financial assistance awards under the EECBG Program, including 2 CFR Part 200 as amended by 2 CFR Part 910 (the DOE Financial Assistance Rules) and the EECBG Statute, located at 42 U.S.C. Chapter 152, Subchapter IV, Part C.

These regulations are the official sources for program requirements.

2.1 ELIGIBLE APPLICANTS

In accordance with Section 543 of EISA, eligible entities for EECBG Program formula allocations include States, local governments, and Indian tribes.[3] Eligibility is restricted to eligible state, local, and Tribal governments applying for funding under the EECBG Program. The list of eligible entities and

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[1] 42 U.S.C. 17152(b).
[2] 42 U.S.C. 17154.
[3] 42 U.S.C. 17153(a).

funding allocations are attached to the ALRD and available on the EECBG Program website at: https://www.energy.gov/clean-energy-infrastructure/energy-efficiency-and-conservation-block-grant-program.

State Government Eligibility

For the purposes of the EECBG Program, there are 56 entities eligible for state formula grants. These are the 50 states, the District of Columbia, and the following five U.S. Territories: the Commonwealth of Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands.

Local Government Eligibility

Section 541(2) of EISA divides eligible units of local government into two categories, defined as "eligible unit of local government-alternative 1" ("local government-alternative 1") and "eligible unit of local government-alternative 2" ("local government-alternative 2").[4] DOE determined that 1,878 local governments are eligible for EECBG Program formula grants.

Local Government-Alternative 1

There are 1,878 local governments eligible under the definition of Local Government-Alternative 1 and meet the following criteria outlined in section 541(3)(A) of EISA:

- cities that are one of the top 10 most populous cities within their state or that have a population of at least 35,000; and
- counties that are one of the 10 most populous counties within their state or that have a population of more than 200,000.[5]

Local Government-Alternative 2

There are 1,032 local governments eligible under the definition of the Local Government-Alternative 2 and meet the following criteria outlined in section 541(3)(B) of EISA:

- cities with populations of at least 50,000; or
- counties with populations of at least 200,000.[6]

Local governments eligible for Local Government-Alternative 2 funding are also eligible for Local Government-Alternative 1 funding.

DOE used the U.S. Census Bureau's 2020 Decennial Census Redistricting Data to determine the population of local governments. City and county governments that do not meet the eligibility requirements for direct formula grants from DOE are eligible for EECBG Program funds through the state in which they are located and can also apply for EECBG Program competitive grants from DOE. While EISA directs DOE to provide grants to cities and counties that qualify as eligible units of local government, EISA does not define "city" or "county." DOE established the definitions of "city" and "county" in alignment with the eligibility criteria DOE used for the EECBG Program under the American Recovery and Reinvestment Act (ARRA), to the extent practicable.[7]

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4 42 U.S.C. 17151(2).
5 42 U.S.C. 17151(3)(A).
6 42 U.S.C. 17151(3)(B).
7 71 FR 17461, 17462 (Apr. 15, 2009).

Definition of "City"

For the purposes of the EECBG Program, DOE is defining "city" to include certain city-equivalent units of local government. Specifically, a city-equivalent unit of local government such as a town, village, or other municipality will be considered eligible if it is listed in the 2021 Census of Governments Survey as a currently incorporated entity, has a governance structure consisting of an elected official and governing body, is capable of carrying out the activities outlined in EISA, and meets the required population thresholds outlined in EISA. DOE used the 2022 Boundary and Annexation Survey Code Lists to identify eligible local governments within the Commonwealth of Puerto Rico. Additionally, a consolidated or unified city-county government in which a city and a county overlap geographically and govern as one consolidated government is considered a city by DOE.

DOE includes the following clarifications to the records used to calculate the universe of cities that are eligible for the EECBG Program:

- In the Commonwealth of Puerto Rico, Municipios are treated as cities. Though designated as counties by the 2020 Census: Redistricting File (Public Law 94-171) Dataset, governments of Municipios have the functionality of city governments.
- Towns, townships, and boroughs that are incorporated places are treated as cities. The governments of these places have the functionality of city governments.
- In the states of Connecticut, Maine, Massachusetts, Michigan, Minnesota, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, and Wisconsin, minor civil divisions are treated as cities.[8]
- There are no eligible entities in the District of Columbia, U.S. Virgin Islands, American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands.

Definition of "County"

For the purposes of the EECBG Program, a county will be considered eligible for direct formula grants if it is listed in the 2021 Census of Governments Survey as a currently incorporated county, has a governance structure with an elected official and governing body, is capable of carrying out the activities outlined in EISA, and meets the required population thresholds outlined in EISA.

For counties, all population figures are adjusted to reflect only the balance of their population, excluding the populations of any eligible cities therein. This population is referred to as the "county balance population." In determining county balance populations, DOE identified a number of cities with geographic boundaries that cross the borders of multiple counties. In calculating county balance populations for those counties that contain only a part of an eligible city, DOE subtracted the portion of the eligible city's population living within that county.

DOE includes the following clarifications to the records used to calculate the universe of counties that are eligible for the EECBG Program:

- Counties that are not a part of the 2021 Census of Governments Survey and are without governmental authority are not a part of the database and are thus not eligible for direct EECBG Program formula grants. This pertains to some counties in Alaska and Massachusetts, as well as all counties in Connecticut and Rhode Island.

[8] United States Census Bureau Terms and Definitions – Minor Civil Divisions.

- If one or more of the 10 most populated counties is ineligible or considered a city (i.e., a city-county consolidated government), the next largest county by population will be moved into the list of the 10 most populated counties for that state.
- Census areas in Alaska were not considered eligible counties because they have limited government functions.[9]
- There are no counties in the District of Columbia.

Indian Tribe Eligibility

As defined by section 541(4) of EISA, the term "'Indian tribe' has the meaning given the term" in section 4 of the Indian Self-Determination and Education Assistance Act.'"[10] The Indian Self-Determination and Education Assistance Act states that the term "Indian tribe" means any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (ANSCA),[11] which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

There are 774 Indian tribes eligible for a formula grant through the EECBG Program including: 574 federally recognized Indian tribes listed by the Bureau of Indian Affairs (BIA) in the 2022 Federal Register Notice;[12] six additional Indian tribes because eight bands of Indian tribes comprise two of the federally recognized Indian tribes, 12 Alaska Native Regional Corporations established under the ANSCA;[13] and 182 currently active Alaska Native Village Corporations, group corporations, and urban corporations. ANCSA defines "group corporation" and "urban corporation," which are similar to village corporations except that they apply to established Native groups and urban communities of Alaska Native people. As such, "group corporations" and "urban corporations" are included in the definition of Indian tribes defined by DOE for the EECBG Program.

DOE includes the following clarifications to the records used to identify the Indian tribes that are eligible for the EECBG Program, in line with the BIA's 2022 Federal Register Notice:

- Minnesota Chippewa is comprised of six separate bands of Indian tribes each eligible for a direct formula grant: Boise Forte Band, Fond Du Lac Band, Grand Portage Band, Leech Lake Band, Mille Lacs Band, and White Earth Band.
- Capitan Grande Band of Diegueno Mission Indians of California is comprised of two separate bands of Indian tribes both eligible for a direct formula grant: Barona Group of Capitan Grande Band of Mission Indians of the Barona Reservation and Viejas (Baron Long) Group of Capitan Grande Band of Mission Indians of the Viejas Reservation.
- The Passmaquoddy Tribe is made up of Pleasant Point and Indian Township. There will be one formula allocation made to the Passamaquoddy Tribe that will be split proportionally between the two parts upon the grant being awarded.

2.2 ALLOWABLE ACTIVITIES

Under the EECBG Program, entities will develop various initiatives and projects that address one or more of the program purposes. Entities are encouraged to use their EECBG Program funds in a manner that is of maximum benefit to their population, in a manner that will leverage other sources of financing or

[9] Guide to the State and Local Census Geography – Alaska.
[10] 42 U.S.C. 17151(4), referencing 25 U.S.C. 5304(e).
[11] Public Law 92-203, Dec. 18, 1971, 85 Stat. 688.
[12] 87 FR 4636 (Jan. 28, 2022).
[13] 33 U.S.C. 1602 et seq.

funding, and will yield maximum benefits over time in terms of energy and emission reductions. DOE also encourages entities to consider investing the funding in ways that lead to equitable and just outcomes. To these ends, DOE encourages entities to develop new and innovative approaches within the framework of the legislation and the guidance. Eligible activities are listed below, and full details are described in section 544 of the EISA.[14]

An eligible entity may use its EECBG Program 2022 formula award to carry out activities to achieve the purposes of the program, including—

(1) Development and implementation of an Energy Efficiency and Conservation Strategy;

(2) Retaining technical consultant services to assist the eligible entity in the development of such a strategy, including—

- (A) formulation of energy efficiency, energy conservation, and energy usage goals;
- (B) identification of strategies to achieve those goals—
  - (i) through efforts to increase energy efficiency and reduce energy consumption; and
  - (ii) by encouraging behavioral changes among the population served by the eligible entity;
- (C) development of methods to measure progress in achieving the goals;
- (D) development and publication of annual reports to the population served by the eligible entity describing—
  - (i) the strategies and goals; and
  - (ii) the progress made in achieving the strategies and goals during the preceding calendar year; and
- (E) other services to assist in the implementation of the energy efficiency and conservation strategy;

(3) Conducting residential and commercial building energy audits;

(4) Establishment of financial incentive programs for energy efficiency improvements;

(5) The provision of grants to nonprofit organizations and governmental agencies for the purpose of performing energy efficiency retrofits;

(6) Development and implementation of energy efficiency and conservation programs for buildings and facilities within the jurisdiction of the eligible entity, including—

- (A) design and operation of the programs;
- (B) identifying the most effective methods for achieving maximum participation and efficiency rates;
- (C) public education;
- (D) measurement and verification protocols; and
- (E) identification of energy efficient technologies;

(7) Development and implementation of programs to conserve energy used in transportation, including—

- (A) use of flex time by employers;
- (B) satellite work centers;
- (C) development and promotion of zoning guidelines or requirements that promote energy efficient development;
- (D) development of infrastructure, such as bike lanes and pathways and pedestrian walkways;
- (E) synchronization of traffic signals; and

[14] 42 U.S.C. 17154.

(F) other measures that increase energy efficiency and decrease energy consumption;

(8) Development and implementation of building codes and inspection services to promote building energy efficiency;

(9) Application and implementation of energy distribution technologies that significantly increase energy efficiency, including—
  (A) distributed resources; and
  (B) district heating and cooling systems;

(10) Activities to increase participation and efficiency rates for material conservation programs, including source reduction, recycling, and recycled content procurement programs that lead to increases in energy efficiency;

(11) The purchase and implementation of technologies to reduce, capture, and, to the maximum extent practicable, use methane and other greenhouse gases generated by landfills or similar sources;

(12) Replacement of traffic signals and street lighting with energy efficient lighting technologies, including—
  (A) light emitting diodes; and
  (B) any other technology of equal or greater energy efficiency;

(13) Development, implementation, and installation on or in any government building of the eligible entity of onsite renewable energy technology that generates electricity from renewable resources, including—
  (A) solar energy;
  (B) wind energy;
  (C) fuel cells; and
  (D) biomass; and

(14) Programs for financing energy efficiency, renewable energy, and zero-emission transportation (and associated infrastructure), capital investments, projects, and programs, which may include loan programs and performance contracting programs, for leveraging of additional public and private sector funds, and programs that allow rebates, grants, or other incentives for the purchase and installation of energy efficiency, renewable energy, and zero-emission transportation (and associated infrastructure) measures; and

15) Any other appropriate activity, as determined by the Secretary, in consultation with—
  (A) the Administrator of the Environmental Protection Agency;
  (B) the Secretary of Transportation; and
  (C) the Secretary of Housing and Urban Development.[15]

2.3 EECBG PROGRAM FORMULA AWARDS: GRANTS AND VOUCHERS

To streamline the award process, DOE is providing local and Tribal governments applying for an EECBG Formula Program award with the option to select a grant or voucher. In addition, DOE is providing project blueprints, which are designed to help further streamline the award process. Blueprints may be used with either grants or vouchers. Entities selecting a grant should follow the application instructions shown in Section 7.0. Additional guidance will be forthcoming from DOE on the application process for Vouchers. The expected award period for vouchers is up to two years.

[15] 42 U.S.C. 17154.

IIJA grant awards will consist of a Project and Budget Period up to two years for local governments and Tribes, and up to three years for states, with options for extensions upon approval by the DOE Contracting Officer.

To assist applicants with planning, DOE is providing estimated award processing timeframes for each award type below. Note that these timeframes are estimates and are subject to change based on total volume of applications received, completeness of submitted applications, and award negotiation requirements. Applications may be subject to additional review prior to award or release of funds, including financial, legal, programmatic, or NEPA review.

Type of Award	Vouchers	Grants following Blueprints	Grants not following Blueprints
Typical award processing timeframe*	30-60 days	Up to 60 days	Minimum of 90 days
Additional application requirements or award conditions	Comply with Voucher Terms and Conditions	May be subject to additional review (e.g., indirect cost rates, sub-grants, accounting system and financial controls)	May be subject to additional review and award conditions (e.g., NEPA)**
Application method	Submit voucher application by January 31, 2024***	Submit grant application in Period 1 or 2 (select one or more blueprints)	Submit grant application in Period 3 or 4.

Table notes:
*Award processing times shown are estimates, based on submission of a complete application that is responsive to all required application materials and system registration requirements. Award processing times may vary depending on multiple factors, including the number of applications submitted, complexity of award applications, and additional review required to process applications (such as NEPA review and approval of proposed projects). The above timeframes do not include the time required for applicants to prepare and submit an application to DOE.
**Awards requiring NEPA review will require extended time to review applications, including completion of environmental assessment or an EIS, depending on the scope of the proposed activity. Awards may be partially or fully conditioned (funds restricted from expenditure) until completion of required NEPA reviews.
***Additional information on the Voucher application process will be forthcoming from the EECBG Program.

Local and Tribal entities will have the choice between a grant OR a voucher. The financial value of the voucher is expected to be equivalent to the formula award allocated to the eligible entity.[16] Vouchers are subject to the same legislation and guidance that applies to EECBG Program formula grants, including Voucher Terms and Conditions. Vouchers will be available to formula-eligible local governments and Indian tribes for two purposes:

- technical assistance (TA) and
- equipment rebates.

A separate application process will be utilized for entities interested in applying for a voucher in lieu of a grant. The scope of activities eligible for vouchers and application procedures, and comparison of grant

[16]Administrative costs directly associated with the voucher, including contracting, reporting, site inspections and regulatory compliance are included as part of the total financial amount of the voucher. Recipients will be responsible for ongoing costs of installed equipment, such as operations and maintenance.

and voucher application requirements is provided in Section 9 to assist applicants in selecting whether to choose a grant or voucher for their formula award under the EECBG Program.

2.4 TEAMING AND PARTNERSHIPS

All EECBG Program formula-eligible entities are encouraged to team up with neighboring or peer entities that are also eligible for EECBG Program formula awards, to align EECBG Program 2022 plans and efforts. Pooling funds could allow jurisdictions to share the costs of analyses or programs in an efficient and mutually beneficial way. Opportunities for collaboration are vast, and could foster peer learning, reduced administrative burden, more effective use of limited grant dollars, and more impactful outcomes. Teams could collaborate on regional activities, create programs to serve multiple jurisdictions regardless of geography, or simply team up to work in parallel on similar proposals.

Below are illustrations of teaming opportunities:

- Create a regional clean energy infrastructure strategy and hire consultants to develop regional economic development analyses
- Stand up an energy efficiency workforce training program[17] to serve several neighboring communities, and pool EECBG Program funds to hire a part-time program administrator
- Create a low-interest financing program for income-qualified residential energy retrofits and rooftop solar to serve community members across a state
- Design and establish a revolving loan fund[18] to deploy virtual power plants (e.g., grid-interactive efficient buildings, battery storage systems) and building and transportation electrification projects across a utility territory
- Coordinate with peer municipalities to design and execute innovative programs to lower energy burdens in rural or urban settings
- Pursue energy audits and retrofits of municipal buildings across several communities and hire a shared energy manager to support projects across the state
- Develop a regional stretch energy code for new construction and a building performance standard for existing buildings and provide technical support and training for local code adoption and compliance

Each team will opt for either vouchers or grants. Each entity within a team will receive its own EECBG Program grant or voucher, and entities on a team may choose to jointly fund EECBG Program activities. However, each entity will be ultimately responsible for accounting and tracking the use of their own funds and for reporting outcomes of their own efforts. Teams may consist of any number of eligible entities, with two as the minimum.

Teams pursuing a grant award will submit a single joint application to DOE, with one eligible EECBG Program entity as the Prime Applicant. Team applications will describe the plan for the use of each entity's EECBG Program funds and list the primary point of contact for the team, as well as points of contact for all entities on the team. Each entity must submit and receive approval of its own EECS, as part of the team application.

Teaming partners should indicate their permission allowing the prime applicant to submit the application on their behalf. Teams may consider developing a separate partnership agreement, such as a

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[17] For more information on related BIL workforce development funding opportunities, see the Career Skills Training Program and the Energy Auditor Training Grant Program.
[18] For more information on related state Revolving Loan Fund formula allocations, see the EE RLF Infrastructure Investment and Jobs Act Administrative and Legal Requirements Document (ALRD).

Memorandum of Understanding, in which all parties agree in writing to how the funds will be spent, roles and responsibilities, and any other terms and conditions to ensure clear expectations and a mutually beneficial approach.

Partnerships

In addition to eligible entities teaming with other eligible entities to co-invest their awards, EECBG Program grantees may partner with other stakeholders that can help drive the progress and success of their programs and projects, including utilities, energy industry and financial companies, community-based organizations, labor unions, and other non-profit organizations.

3.0 LEGAL AUTHORITY

The EECBG Program is authorized under Title V, Subtitle E of the Energy Independence and Security Act of 2007 (EISA), as amended,[19] and signed into Public Law (PL 110-140) on December 19, 2007. All awards made under this program shall comply with applicable laws and regulations including, but not limited to, the DOE financial assistance regulations at 2 CFR Part 200 as amended by 2 CFR Part 910 and Section 40552 of the Infrastructure Investment and Jobs Act.

4.0 PROGRAM OVERVIEW & GOALS

Projects awarded under this ALRD will be funded, in whole or in part, with funds appropriated by IIJA,[20] also known as the Bipartisan Infrastructure Law (BIL).

The BIL is a once-in-a-generation investment in infrastructure, designed to modernize and upgrade American infrastructure to enhance United States competitiveness, drive the creation of good-paying union jobs, tackle the climate crisis, and ensure stronger access to economic, environmental, and other benefits for disadvantaged communities[21]. The BIL appropriates more than $62 billion to the Department of Energy (DOE)[22] to invest in American manufacturing and workers; expand access to energy efficiency and clean energy; deliver reliable, clean, and affordable power to more Americans; and demonstrate and deploy the technologies of tomorrow through clean energy demonstrations.

As part of and in addition to upgrading and modernizing infrastructure, DOE's BIL investments will support efforts to build a clean and equitable energy economy that achieves a zero-carbon electricity system by 2035, and to put the United States on a path to achieve net-zero emissions economy-wide by no later than 2050 to benefit all Americans.[23]

Through this funding action, the BIL will invest appropriations of $550,000,000 for fiscal year 2022, to remain available until expended to 2,708 eligible entities, in accordance with the EECBG Program allocation formulas issued on June 29, 2022. EECBG Program recipients may use funds for a diverse

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[19] 42 U.S.C. 17151 et seq.

[20] Infrastructure Investment and Jobs Act, Public Law 117-58 (November 15, 2021). https://www.congress.gov/bill/117th-congress/house-bill/3684

[21] Pursuant to Executive Order (EO) 14008, "Tackling the Climate Crisis at Home and Abroad," January 27, 2021, and the Office of Management and Budget's Interim Justice40 Implementation Guidance M-21-28, DOE has developed a definition and tools to locate and identify disadvantaged communities. These resources can be located at https://energyjustice.egs.anl.gov/. DOE will also recognize disadvantaged communities as defined and identified by the White House Council of Environmental Quality's Climate and Economic Justice Screening Tool (CEJST), which can be located at https://screeningtool.geoplatform.gov/.

[22] U.S. Department of Energy. November 2021. "DOE Fact Sheet: The Bipartisan Infrastructure Deal Will Deliver For American Workers, Families and Usher in the Clean Energy Future." https://www.energy.gov/articles/doe-fact-sheet-bipartisan-infrastructure-deal-will-deliver-american-workers-families-and-0

[23] EO14008.

range of eligible activities that support investments in programs, policies, and projects, including actions that: 1) reduce energy use and carbon emissions; 2) achieve ongoing energy and operational cost-savings for local governments and taxpayers; and 3) increase community investment/workforce development opportunities.

DOE seeks to deliver an efficient and effective EECBG Program designed to achieve sustained impacts that put communities on a pathway to reducing fossil fuel use and total energy use and improving energy efficiency while fulfilling Justice40 Initiative goals (see Section 4.2). As part of the whole-of-government approach to advance equity and encourage worker organizing and collective bargaining,[24,25,26] this funding action and any related activities will seek to encourage meaningful engagement and participation of workforce organizations, including labor unions, as well as underserved communities and underrepresented groups, including consultation with Tribal Nations.[27,28] Consistent with EO 14008,[29] this funding action is designed to help meet the goal that 40% of the overall benefits of certain investments in clean energy and climate solutions flow to disadvantaged communities (underserved, overburdened, and frontline communities) as defined by the Department pursuant to the EO and to drive the creation of good-paying jobs with the free and fair chance for workers to join a union.[30]

4.1 DIVERSITY, EQUITY, INCLUSION, AND ACCESSIBILITY

It is the policy of the Administration that:

> "[T]he Federal Government should pursue a comprehensive approach to advancing equity[31] for all, including people of color and others who have been historically underserved, marginalized, and adversely affected by persistent poverty and inequality. Affirmatively advancing equity, civil rights, racial justice, and equal opportunity is the responsibility of the whole of our government. Because advancing equity requires a systematic approach to embedding fairness in decision-making processes, executive departments and agencies must recognize and work to redress inequities in their policies and programs that serve as barriers to equal opportunity.
>
> By advancing equity across the Federal Government, we can create opportunities for the improvement of communities that have been historically underserved, which benefits everyone."[32]

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[24] EO 13985, "Advancing Racial Equity and Support for Underserved Communities Through the Federal Government," January 20, 2021.
[25] EO 14025, "Worker Organizing and Empowerment," April 26, 2021.
[26] EO 14052, "Implementation of the Infrastructure Investment and Jobs Act," November 18, 2021.
[27] EO 13175, "Consultation and Coordination with Indian Tribal Governments," November 6, 2000, charges all executive departments and agencies with engaging in regular, meaningful, and robust consultation with Tribal officials in the development of federal policies that have Tribal implications.
[28] Memorandum on Tribal Consultation and Strengthening Nation-to-Nation Relationships | The White House
[29] EO 14008, "Tackling the Climate Crisis at Home and Abroad," January 27, 2021.
[30] EXEC-2022-004682 - FINAL S1 J40 Letter 7-25-2022.pdf (energy.gov)
[31] The term "equity" means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. EO 13985.
[32] EO 13985.

As part of this whole-of-government approach, this funding action seeks to encourage eligible entities to include the participation of underserved communities[33] and underrepresented groups in the activities they undertake with these funds. EECBG Program eligible entities are highly encouraged to include contractors and sub-contractors from groups historically underrepresented[34,35] in their project scoping. Further, Minority Serving Institutions[36], Minority Business Enterprises, Minority Owned Businesses, Woman Owned Businesses, Veteran Owned Businesses, or entities located in an underserved community that meet the eligibility requirements (See Section III) are encouraged to be considered as sub-recipients for proposed EECBG Program-funded projects.

4.2 JUSTICE40 INITIATIVE

EECBG Program is a Justice40-covered program[37] and as such contributes to the President's goal that 40% of the overall benefits of Federal investments in clean energy and climate solutions flow to Disadvantaged Communities that for too long have faced disinvestment and underinvestment. DOE strongly encourages eligible entities to maximize project benefits and describe how these benefits will flow to Disadvantaged Communities to the greatest extent practicable. DOE has released General Guidance on Justice40 Implementation designed to help eligible entities and other interested parties incorporate Justice40 Initiative goals into DOE-funded projects. Information from the General Guidance on Justice40 Implementation is provided below.

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[33] The Office of Management and Budget Interim Implementation Guidance for Justice40 defines a disadvantaged community as either: (1) a group of individuals living in geographic proximity (such as census tract), or (2) a geographically dispersed set of individuals (such as migrant workers or Native Americans), where either type of group experiences common conditions.

[34] According to the National Science Foundation's 2019 report titled, "Women, Minorities and Persons with Disabilities in Science and Engineering", women, persons with disabilities, and underrepresented minority groups—blacks or African Americans, Hispanics or Latinos, and American Indians or Alaska Natives—are vastly underrepresented in the STEM (science, technology, engineering and math) fields that drive the energy sector. For example, in the U.S., Hispanics, African Americans and American Indians or Alaska Natives make up 24 percent of the overall workforce, yet only account for 9 percent of the country's science and engineering workforce. DOE seeks to inspire underrepresented Americans to pursue careers in energy and support their advancement into leadership positions. https://www.energy.gov/articles/introducing-minorities-energy-initiative

[35] Note that Congress recognized in section 305 of the American Innovation and Competitiveness Act of 2017, Public Law 114-329: "[I]t is critical to our Nation's economic leadership and global competitiveness that the United States educate, train, and retain more scientists, engineers, and computer scientists; (2) there is currently a disconnect between the availability of and growing demand for STEM-skilled workers; (3) historically, underrepresented populations are the largest untapped STEM talent pools in the United States; and (4) given the shifting demographic landscape, the United States should encourage full participation of individuals from underrepresented populations in STEM fields."

[36] Minority Serving Institutions (MSIs), including Historically Black Colleges and Universities/Other Minority Institutions as educational entities recognized by the Office of Civil Rights (OCR), U.S. Department of Education, and identified on the OCR's Department of Education U.S. accredited postsecondary minorities' institution list.

[37] Justice40 Initiative | Department of Energy

Identifying Benefits

Benefits include (but are not limited to) measurable direct or indirect investments or positive project outcomes that achieve or contribute to the following in Disadvantaged Communities:

(1) a decrease in energy burden;

(2) a decrease in environmental exposure and burdens;

(3) an increase in access to low-cost capital;

(4) an increase in job creation, the clean energy job pipeline, and job training for individuals;

(5) increases in clean energy enterprise creation and contracting (e.g., minority-owned or disadvantaged business enterprises);

(6) increases in energy democracy, including community ownership;

(7) increased parity in clean energy technology access and adoption; and

(8) an increase in energy resilience.

Not all eight policy priorities will be applicable to all DOE programs or funding opportunities. The matrix below provides **examples** of measurable benefits and how they map to the different DOE policy priorities mentioned above.

Policy Priorities	Benefit Metric and Units
1. N/A	Dollars spent [$] by DOE Covered Programs [$] in Disadvantaged Communities
2. Decrease energy burden in Disadvantaged Communities	Dollars saved [$] in energy *expenditures* due to technology adoption in Disadvantaged Communities
	Energy saved [MMBTU or MWh] or reduction in fuel [GGe] by Disadvantaged Communities
3. Decrease environmental exposure and burdens for Disadvantaged Communities	Avoided air pollutants (CO2 equivalents, NOx, SO2, and/or PM2.5) in Disadvantaged Communities
	Remediation impacts on surface water, groundwater, and soil in Disadvantaged Communities
	Reduction of legacy contaminated waste in Disadvantaged Communities
4. Increase clean energy jobs, job pipeline, and job training for individuals from Disadvantaged Communities	Dollars spent [$] and/or number of participants from Disadvantaged Communities in job training programs, apprenticeship programs, STEM education, tuition, scholarships, and recruitment.
	Number of hires from Disadvantaged Communities resulting from DOE job trainings
	Number of jobs created for Disadvantaged Communities because of DOE program
	Number of and/or dollar value [$] of partnerships, contracts, or training with minority serving institutions (MSIs)
5. Increase clean energy enterprise creation and contracting for minority or disadvantaged businesses in Disadvantaged Communities	Number of contracts and/or dollar value [$] awarded to businesses that are principally owned by women, minorities, disabled veterans, and/or LGBT persons
6. Increase energy democracy in Disadvantaged Communities	Number of stakeholder events, participants, and/or dollars spent to engage with organizations and residents of Disadvantaged Communities, including participation and notification of how input was used

	Number of tools, trainings for datasets/tools, people trained and/or hours dedicated to dataset/tool and technical assistance and knowledge transfer efforts to Disadvantaged Communities
	Dollars spent [$] or number of hours spent on technical assistance for Disadvantaged Communities
	Dollar value [$] and number of clean energy assets owned by Disadvantaged Communities members
7. Increase access to low-cost capital in Disadvantaged Communities	Dollars spent [$] by source and purpose and location
	Leverage ratio of private to public dollars [%]
	Loan performance impact through dollar value [$] of current loans and of delinquent loans (30-day or 90-day) and/or number of loans (30-day delinquent or 90-day default)
8. Increase parity in clean energy technology access and adoption in Disadvantaged Communities	Clean energy resource [MWh] adopted in Disadvantaged Communities
9. Increase reliability, resilience, and infrastructure to support reliability and resilience in Disadvantaged Communities	Increase in community resilience hubs in Disadvantaged Communities
	Number and size (MWh) of community resilience infrastructure deployed in Disadvantaged Communities (e.g., Distributed solar plus storage, utility scale, Distributed Energy Resources, microgrids)

Identifying Disadvantaged Communities

Justice40 directs that 40% of the overall benefits realized from Covered Programs flow to "disadvantaged communities." OMB's Interim Implementation Guidance defines a community as either: (1) a group of individuals living in geographic proximity (such as census tract), or (2) a geographically dispersed set of individuals (such as migrant workers or Native Americans), where either type of group experiences common conditions. M-21-28 (whitehouse.gov).

Pursuant to the Interim Implementation Guidance, DOE has developed DOE's working definition and tool to identify applicable Disadvantaged Communities at Energy Justice Dashboard (anl.gov). DOE will also recognize Disadvantaged Communities as defined and identified by the White House Council of Environmental Quality's Climate and Economic Justice Screening Tool (CEJST), which can be located at https://screeningtool.geoplatform.gov/.

DOE's working definition of disadvantaged is based on cumulative burden and includes data for thirty-six (36) indicators collected at the census tract level.

To be considered a Disadvantaged Communities under the DOE definition, a census tract must rank in or above the 80th percentile of the cumulative sum of the 36 burden indicators for its state and have at least 30% of households classified as low-income.

Nationwide, 13,581 census tracts were identified as disadvantaged (18.6% of 73,056 total U.S. census tracts). Additionally, federally recognized Tribal lands and U.S. territories, in their entirety, are categorized as Disadvantaged Communities in accordance with OMB's Interim Implementation Guidance "common conditions" definition of community

Please see General Guidance on Justice40 Implementation for more information regarding identifying Disadvantaged Communities with available tools.

Justice40 Implementation:

As a best practice, DOE recommends that recipients develop and sustain procedures and systems that can easily track what benefits are flowing to specific communities or locations (e.g., connecting benefits accrued with zip codes, and/or census tracts). Tracking benefits will allow funding recipients to measure progress and ensure programs are meeting intended goals. Further analysis of this data can also be used to empower program designers and lawmakers with information that is often needed to update or create new programs that better assist communities most in need.

To understand state, local, and Tribal government needs around equity and the Justice40 Initiative, DOE hosted listening sessions for state and local governments that discussed the Justice40 Initiative. The feedback received in those sessions informed this document and the IIJA application materials for the EECBG Program.

DOE may provide eligible entities with support and training on tools and resources for implementing the Justice40 initiatives (e.g., Justice40 dashboard, EJ Screen, LEAD tool, etc.), along with other training opportunities, such as webinars and workshops.

4.3 JOB GROWTH AND QUALITY

As an agency whose mission is to help strengthen our country's energy prosperity, DOE strongly supports efforts to invest in the American workforce. This includes investments that expand quality jobs by adopting labor standards; ensure workers have a free and fair chance to join a union; engage responsible employers; reduce systemic barriers to accessibility of quality jobs; foster safe, healthy, and inclusive workplaces and communities; and develop a diverse workforce well-qualified to build and maintain the country's energy infrastructure and to grow domestic manufacturing.

Through the EECBG Program, DOE intends to support eligible entities in their efforts to support good-paying jobs with the free and fair choice to join a union and support labor-management training partnerships, such as registered apprenticeships. In their project planning, eligible entities are highly encouraged to engage with an inclusive collection of local stakeholders including labor unions and community-based organizations that support or work with Disadvantaged Communities. The DOE Justice40 Guidance provides a helpful template strategy for undertaking strategic stakeholder engagement.

Stakeholder engagement is a relatively small cost that delivers high value. Proactive and meaningful engagement with stakeholders ensures stakeholders' perspectives can be incorporated into the project plan, allows for transparency, and helps reduce or eliminate certain risks associated with the project. Eligible entities are encouraged to include information in their EECBG Program application about how they have engaged labor and community stakeholders in ways that foster the negotiation of new community and workforce agreements.

DOE will provide future guidance and resources to assist eligible entities in incorporating workforce and community agreements and other tools into their EECBG Program-funded programs and activities, including blueprints and technical assistance resources focused on workforce and economic development.

4.4 TECHNICAL ASSISTANCE

Local governments and Indian tribes have the option to select a voucher for technical assistance and/or an equipment rebate in lieu of applying for and administering an EECBG Program formula grant. The intent in offering this option is to 1) reduce the administrative burden associated with applying for and managing a federal grant and 2) provide additional resources and assistance needed to accomplish eligible entities' goals. Additional information on vouchers is provided in Section 9.0.

In addition to the technical assistance vouchers described above, DOE plans to provide technical assistance support to all entities, to help accelerate their efforts and preparations to leverage other IIJA funding. This assistance may include tools, online resources, access to experts, webinars, peer learning opportunities, and local and regional workshops. The technical resources will span a wide range of topic areas, with an emphasis on the blueprint topics described below.

4.5 BLUEPRINTS

Blueprints are step-by-step roadmaps of energy project and programs that guide EECBG Program entities to success. By no means an exclusive list, the blueprints are a select list of high-impact projects and programs based on proven practices that entities can choose to follow. While entities may use their EECBG Program funds for a wide array of energy-related activities, those that choose to spend their EECBG Program funds exclusively on "key activities" listed in the blueprints should expect a streamlined and expedited application review because these key activities fall within the NEPA bounded categories (See Section 6.3 G). DOE will provide resources such as webinars, trainings, tools, and additional support along these topic areas.

The blueprints are designed to achieve several goals: 1) guide grantees towards high-impact and effective projects and programs; 2) focus DOE's technical assistance and support in key areas; 3) support grantees as they leverage other BIL and Inflation Reduction Act (IRA) investments; and 4) streamline the application review and approval process for eligible entities. The blueprints span a wide variety of topic areas: energy planning, energy efficiency, renewable energy, transportation infrastructure, workforce and economic development, and financing.

Blueprint Topics:[38]

1. Energy Planning
2. Energy Efficiency
    - A. Energy Efficiency: Building Audits and Retrofits, including grid interactivity and electrification
    - B. Energy Savings Performance Contracts for Efficiency & Electrification in Municipal Buildings
    - C. Building Efficiency & Electrification Campaign
    - D. Building Performance Standards for Existing Buildings and Stretch Codes for New Construction
3. Renewables
    - A. Solar (and battery storage) Power Purchase Agreement
    - B. Community Solar
    - C. Solarize Campaign
    - D. Renewable Resource Planning for Communities
4. Transportation
    - A. Electric Vehicles for Municipal Fleets
    - B. EV Charging Infrastructure for the Community
5. Unlocking Sustainable Financing Solutions for Energy Projects and Programs
6. Workforce Development

Key activities: Under each blueprint, DOE has identified key activities that are critical to successful program or project implementation. These activities have been reviewed and vetted as eligible uses of EECBG Program formula award funds. Activities within NEPA determination may not require additional NEPA review for initial approval, provided that the scope of proposed activities adheres to the NEPA determination, including Historic Preservation (see Section 6.3.G, NEPA Bounded Categories). Projects

[38] This list shows proposed Blueprints by topic area. Blueprint topic areas may be added or revised, based on grantee and stakeholder interests, and effectiveness in achieving program goals.

involving public works or infrastructure may be subject to Build America, Buy America and Davis Bacon Act requirements. **Entities may choose to follow one or more blueprints and spend their EECBG Program funds on the recommended activities, which are pre-determined as eligible uses of EECBG Program funding. Doing so may lead to an expedited process for reviewing applications.**

See "Appendix 2" for a chart that outlines blueprint topic areas and the key activities for a streamlined approval process. Streamlined approval means DOE has determined that these activities fall within categories of eligible EECBG Program activities, including NEPA determination of activities within Bounded Categories. Applicants must read their NEPA determination included in their award documents, which is DOE's form that records DOE's NEPA review of a project or activities. Applicants may be required to complete additional NEPA documentation.

5.0 FUNDING

Funding for all awards and future budget periods is contingent upon the availability of funds appropriated by Congress for the purpose of this program.

5.1 IIJA FORMULA ALLOCATIONS

The Infrastructure Investment and Jobs Act, Section 40552 provides $550 million for EECBG Program for fiscal year 2022, to remain available until expended. DOE will distribute $440 million in formula and competitive EECBG Program funding to eligible units of local government, states, and Indian tribes. Of the amount appropriated by IIJA, DOE will allocate funds as prescribed in section 543 of EISA:

- 34% to eligible units of local government-alternative 1 through formula grants;
- 34% to eligible units of local government-alternative 2 through formula grants;
- 28% to states through formula grants;
- 2% to Indian tribes through formula grants; and
- 2% for competitive grants to ineligible local governments and Indian tribes.[39]

IIJA allocations for EECBG Program direct formula awards from the DOE, as adjusted, are based on the following funding amounts:

- $299,200,000 for formula awards to eligible units of local government
    - $149,600,000 to eligible units of local government-alternative 1
    - $149,600,000 to eligible units of local government-alternative 2
- $123,200,000 for formula awards to states
    - Each state (except for those noted as exempt in section 6.3 E) is required to pass not less than 60% of its allocation through to cities and counties within the state that are ineligible for direct formula grants from DOE
- $8,800,000 for formula grants to eligible Indian tribes

Individual state, local and Tribal EECBG Program allocations are included as an attachment to this document. See the [Federal Register Notice 87 FR13859] issued on June 29, 2022, for the allocation formulas.

5.2 COST MATCH

Cost match is not required for the EECBG Program. DOE encourages eligible entities to consider how they may leverage philanthropic and private sector funding to advance their goals and amplify the impact

[39] 42 U.S.C. 17153(a).

of the IIJA funding and include strategies to facilitate it to the extent practicable in the plans they are submitting for IIJA Section 40552 funding. DOE may provide ideas and assistance toward eligible entities' efforts during the application phase and implementation of the IIJA EECBG funds.

5.3 PROGRAM INCOME

DOE allows eligible entities to earn income in connection with EECBG Program activities to defray program costs. If the Local strategy or program activities (e.g., loan funds) includes such activities, entities should include an estimated amount of earned income in the budget portion of their application for financial assistance. Program income is defined in federal regulations as gross income earned by the recipient that is directly generated by a supported activity or earned because of the award. Program income includes but is not limited to:

- Income from fees for services performed.
- The use or rental of real or personal property acquired with grant funds.
- The sale of commodities or items fabricated under a grant agreement.
- License fees and royalties on patents and copyrights.
- Payments of principal and interest on loans made with grant funds.

Program income does not include interest on grant funds except as otherwise provided in this subpart, program regulations, or the terms and conditions of the award. Nor does it include rebates, credits, discounts, refunds, etc., or interest earned on any of them.

(See 2 CFR Part 200.80 and 2 CFR Part 200.307 for further information.)

6.0 APPLICATION INSTRUCTIONS FOR IIJA EECBG PROGRAM FORMULA GRANTS

6.1 OVERVIEW

The application package for EECBG Program grants consists of the materials shown in Section 6.3, and includes the application for financial assistance, the budget, proposed energy efficiency and conservation strategy (if submitted at time of application) and required supporting documents. Applications must be submitted in accordance with the IIJA EECBG PROGRAM ALRD. Application due dates are identified on the cover page of the ALRD.

As a reminder, application documents, forms, and data submitted to the EECBG Program may be made available to the public at DOE's discretion, following all applicable laws and regulations that protect confidential or proprietary information.

6.2 APPLICATION REVIEW PROCESS

DOE will process EECBG Program applications for grants and vouchers on a rolling basis beginning January 18, 2023, and continuing through January 31, 2024.

Grant Award Application Reviews Prioritization and Phasing

To assist in planning and phasing the processing of award applications, DOE is establishing four application periods for submission of grant applications. Applicants that meet one or more of the priority categories (see below), including Indian tribes, may apply in Periods 1 or 2. All States <u>must</u> apply in Period 1 or 2. All other Applicants may apply in Periods 3 or 4.

Application Period	Application Submittal Timeframe	Applications Accepted
1	January 18, 2023 – April 28, 2023	State, Local and Tribal Government applications in one or more priority categories (see below)
2	June 1, 2023 – July 31, 2023	
3	Sept 1, 2023 – Oct 31, 2023	All Other Local and Tribal Government applications
4	December 1, 2023 – Jan 31, 2024	

Grant Applications will be accepted on a rolling basis, and DOE will prioritize its review of applications based on the order in which complete applications are received and as follows:

1. States[40]
2. Entities following blueprints
3. Teams
4. Entities with activities benefitting disadvantaged communities
5. Entities with activities limited to Energy Efficiency and Conservation Strategy Development, Technical Consultant Services (or other activities strictly limited to planning, analysis, and stakeholder engagement).
6. All other

Applicants are strongly encouraged to review the application instructions and submit complete applications. Submission of incomplete applications may result in a significant delay in processing individual grant awards.

Note: Due to the volume of applications, DOE may not review an application immediately upon submittal. Once a complete application is received and reviewed by DOE, it typically takes up to 60 days to process a formula grant. Applications are not necessarily considered complete upon submission. For additional information on application requirements, see the application instructions, which includes a pre-award checklist.

6.3 EECBG PROGRAM GRANT AWARD APPLICATION

The EECBG Program Formula Application (for grant awards <u>only</u>) consists of:

- Standard Form 424 (Application form)
- Standard Form 424A (Budget summary)
- Budget Justification
- Energy Efficiency and Conservation Strategy
- EECBG Program Activity File
- Required certifications

[40] Expedited review of State applications will enable speedier subgrants to other local governments

- Electronic copy (or web link) to the applicant's latest single or program-specific audit as required by 2 CFR 200 Subpart F[41]
- An environmental questionnaire (if applicable)
- Pre-Award Information Sheet

Note: applicants choosing a Voucher do not need to submit a grant award application at this time. Additional Guidance on the Voucher application process will be forthcoming from DOE.

DOE financial assistance regulations govern all funds budgeted in the EECBG Program Application, whatever their source. All funds must be spent on the activities described in the Application and addressed in the financial and performance reports required under the grant.

6.3. A. STANDARD FORM 424 (APPLICATION)

A completed and signed Standard Form 424 (SF424) containing current information must be submitted. Please ensure all sections have been updated to reflect any changes, including changes to the person to be contacted on matters involving the application and the authorized representative. Applicants should select "New" in section 2.c.

The list of certifications and assurances referenced in Field 21 may be found here. Please verify compliance with Intergovernmental Review (SPOC List).

Once the SF424 is completed, **add an attachment to the document with the name, title, phone number and email address for both the Principal Investigator and the Business Officer.**

6.3. B. STANDARD FORM 424A (BUDGET)

The budget includes Standard Form 424A Summary which includes a Budget Justification. Each of these forms should be completed following the guidelines set out below.

Standard Form 424A: Applications must include a budget for all funds. It should be completed as follows:

- Section A: Budget Summary Lines 1-4, Columns (a) through (g). On line 1, enter new DOE funds. Section B: Budget Categories. Separate column headings (with the same name as the rows in Section A) should be utilized for each funding source. The total in Column G, Section A, must equal the total of all columns in Section B.

Budget Justification: The Budget Justification consists of a detailed explanation of the object class categories listed in line 6, Section B, of Standard Form 424A. In preparing the Budget Justification, states should address the following as requested for each budget category.

Personnel: Identify all positions to be supported by title and the amounts of time (e.g., % of time) to be expended on EECBG Program activities, the base pay rate, and the total direct personnel compensation.

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[41] For additional information, see CFR § 200.501, Audit requirements. "A non-Federal entity that expends $750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part."

Personnel must be direct costs to the project and not duplicative of personnel costs included in the indirect pool that is the basis of any indirect rate applied for this project.

Fringe Benefits: If fringe cost rates are approved by a federal agency, identify the agency and date of latest rate agreement and include a copy of the rate agreement with the application. If fringe cost rates are not approved by a federal agency, explain how total fringe benefit costs were calculated. Your calculations should identify all rates used along with the base they were applied to (and how the base was derived), and a total for each (along with the grand total). established computation methodology approved for your jurisdiction, provide a copy with the SF424 Application.

Travel: Provide the purpose of travel, such as professional conference(s), DOE sponsored meeting(s), project monitoring, etc. Identify the number of trips, and the destination/location if known. Provide the basis for the travel estimate such as past trips, current quotations, federal or state travel regulations, etc. All listed travel must be necessary or beneficial to the performance of the EECBG Program. All foreign travel must be identified and requires pre-approval.

Equipment: Equipment is defined as an item with an acquisition cost greater than $5,000 and a useful life expectancy of more than one year. List all proposed equipment and briefly justify its need as it applies to the objectives of this award. Provide a basis of cost such as vendor quotes, catalog prices, prior invoices, etc. If the equipment is being proposed as cost match and was previously acquired, provide the value of its contribution to the project and a rationale for the estimated value shown. If it is new equipment that will retain a useful life upon completion of the project, provide a rationale for the estimated value shown. Also, indicate whether the equipment is being used for other projects or is 100% dedicated to this project.

Supplies: Supplies are defined as items with an acquisition cost of $5,000 or less or a useful life expectancy of less than one year. Supplies are generally consumed during the project performance. List all proposed supplies and the estimated cost and briefly justify the need for the supplies as they apply to the objectives of this award. Supply items must be direct costs to the project and not duplicative of supply costs included in the indirect pool that is the basis of any indirect rate applied for this project. Provide a basis of cost for each item listed. Examples include vendor quotes, prior purchases of similar or like items, published price list, etc.

Contractual: All sub-recipients, vendors, contractors and consultants and their estimated costs should be identified. Use TBD if the entity is unknown. Provide a brief description of the work to be performed or the service to be provided and reference the individual activity the work or service falls under. Include the basis of cost for each item listed (competitive, historical, quote, catalog, etc.).

Other Direct Costs: Other direct costs are direct cost items required for the project that do not fit clearly into other categories. These direct costs must not be included in the indirect costs (if indirect costs are proposed for this project). Examples are conference fees, meetings within the scope of work, subscription costs, printing costs, etc. that can be directly charged to the project and are not duplicated in indirect (overhead) costs. Provide a general description, cost, and justification of need for each direct cost item. Provide a basis of cost for each item. Examples include vendor quotes, prior purchases of similar or like items, published price list, etc.

Indirect Costs: If the indirect cost rate has been approved by a federal agency, identify the agency and the date of the latest rate agreement and submit a copy of the agreement with the application. If the indirect cost rate has not been approved by a federal agency, provide the basis for computation of rates including the types of benefits to be provided, the rate(s) used and the cost basis for each rate.

6.3. C. ENERGY EFFICIENCY AND CONSERVATION STRATEGY

Per section 545 of EISA, each eligible unit of government that receives funding under this program must submit an Energy Efficiency and Conservation Strategy for approval by DOE that meets the guidelines outlined below.[42]

Eligible Units of Local Governments and Indian Tribes: Proposed Energy Efficiency and Conservation Strategy (EECS)

Units of local government and Indian tribes must submit to the DOE a proposed EECS. The proposed strategy shall include:

- a description of the goals of the eligible unit of local government or Indian tribe for increased energy efficiency and conservation in the relevant jurisdiction; and
- a plan for the use of the grant to assist the eligible unit of local government or Indian tribe in achieving those goals in accordance with the eligible use of funds outlined in section 544 of EISA.[43]

The EECS can be submitted through one of two methods:

a) submit the EECS with the application through the PAGE application system; or
b) submit the EECS not later than 1 year after the effective date of the award.

If an entity chooses option B, the entity must submit an EECBG Program Activity File with their application and select Activity 1 (Energy Efficiency and Conservation Strategy). The EECS should be a comprehensive strategy that covers, at a minimum, all items detailed in the EECS Template provided by DOE. DOE will provide informational resources and technical assistance to support the development of comprehensive strategies.

Eligible Units of Local Government: Additional EECS Requirements

In developing the strategy, section 544 of EISA directs that an eligible unit of local government shall:

- take into account any plans for the use of funds by adjacent eligible units of local governments that receive grants under the EECBG Program; and
- coordinate and share information with the State in which the eligible unit of local government is located to maximize the energy efficiency and conservation benefits.[44]

DOE has provided a streamlined EECS Template that local governments and Indian tribes may use when submitting their EECS, but the template is not required. If an entity chooses to submit an EECS using an alternative format, the information outlined in Part A of the EECS Template must be included in the submission. DOE has a maximum of 120 days after receiving a complete proposed strategy to approve or disapprove it. If DOE disapproves a proposed strategy, DOE shall provide to the grantee the reasons for the disapproval, and the grantee may revise and resubmit the proposed strategy as many times as necessary until DOE approves a proposed strategy.

States and Territories: Revision of the State Energy Conservation Plan

[42] 42 U.S.C. 17155(b).
[43] 42 U.S.C. 17155(b)(1)(B).
[44] 42 U.S.C. 17155(b)(1)(C).

DOE has determined that states are already meeting the requirement outlined in 42 U.S.C. 17155(c)(2)(A) through their annual reporting for the State Energy Program.

States and Territories: EECS Requirements

States and Territories must submit to DOE a proposed EECS that:

1) establishes a process for providing subgrants to units of local government that are not eligible for direct formula grants from DOE; and
2) includes a plan of the state for the use of funds received under the EECBG Program to assist the state in achieving the goals established in EISA, in accordance with EISA section 545(c)(2)(B). [45]

DOE has provided a streamlined EECS Template that states and territories may use when submitting their EECS, but the template is not required. If an entity chooses to submit an EECS using an alternative format, the information outlined in Part A of the EECS Template must be included in the submission. DOE has a maximum of 120 days after receiving a complete proposed strategy to approve or disapprove it. If DOE disapproves a proposed strategy, DOE shall provide to the state the reasons for the disapproval, and the state may revise and resubmit the proposed strategy as many times as necessary until DOE approves a proposed strategy.

6.3. D. EECBG PROGRAM ACTIVITIES FILE

As program-wide performance indicators are valuable to all EECBG Program stakeholders, metrics are an important element of formula grant reporting. For additional information, see the EECBG Program website for reporting guidance.

"Unpaired" metrics should be avoided. For example, if an eligible entity reports the number of buildings retrofitted, the square footage retrofitted must be included as well. DOE is working to identify metrics for future reporting on how EECBG Program-funded investments by recipients of DOE financial assistance impact additional topics including energy equity and environmental justice and how they relate to disadvantaged communities. DOE will provide guidance and technical assistance to assist eligible entities in addressing these metrics.

EECBG Program applicants are encouraged to consult with the EECBG Program to identify metrics that best capture the work they will be performing. EECBG Program activities that do not fit well into the metrics section should be reported in the Milestones section. Entities should list planned milestones in the Activity Milestones section in their applications. If entities are proposing use of EECBG Program funds to develop their EECS, the EECS should be listed as a separate activity with all subsequent project activities following the EECS completion milestone. Approval of the EECS by DOE is required prior to initiating any EECBG Program project activities.

For each Activity, applicants should identify the dollar amounts allocated. The sum of the budgets of each Activity must equal the totals in Section A of the SF424A.

6.3. E. LIMITATIONS

Administrative Expenses

Grantees should use their established definitions of "administrative expenses". States may not use more than 10 percent of amounts provided under the program for administrative expenses[46]). Units of local

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[45] 42 U.S.C. 17155(c)(2)(B).

[46] 42 U.S.C. 17155(c)(4).

government and Indian tribes may not use more than 10 percent or $75,000, whichever is greater, for administrative expenses.[47] EECBG Program funds may be used for compensation of employees or contractors. Whether or not the administrative cost cap applies depends on the nature of the responsibilities of the staff hired. Administrative activities are those that cannot be identified with any single program but are necessary to the general conduct of the activities of the entity organization; this could include such items as the overall direction of the organization, record keeping, budgeting, and business management.

States and Territories: Distribution of Subgrants

Each state that receives a grant under the program shall use not less than 60% of the amount received to provide subgrants to units of local government in the state that are not eligible for direct formula grants. The state shall provide the subgrants no later than 180 days after the date on which DOE approves the proposed energy efficiency and conservation strategy.[48]

States are required to develop a subgranting process that expeditiously allocates funding, prevents fraudulent spending, generates robust reporting, and promotes the EECBG Program principles outlined in law.

The District of Columbia is explicitly included in the definition of a state, according to section 541(6)(B) of EISA.[49] Because the District of Columbia is a consolidated city-state government, it is not subject to the requirement applicable to states that not less than 60% of state funding must be subgranted to local units of government.

American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, Hawaii, and the U.S. Virgin Islands have no eligible entities; these entities are exempt from having to provide subgrants.

Summary of Limitations on Use of Funds

	State	**Formula-eligible unit of local government and Formula-eligible Indian tribe**	**Formula-ineligible unit of local government and Formula-ineligible Indian tribe**
Limit on administrative expenses including the cost of the reporting requirements	Not more than 10% of the amounts provided to the State	Not more than the greater of a. 10% of the amount provided to the eligible unit of local gov't (or eligible Tribe); or b. $75,000	None
Amount required to be provided as subgrants to formula-ineligible units of local government	Not less than 60% of the amount provided to the State (subgrantees must be within the jurisdiction of the State)	None	None

6.3. F. OTHER FORMS

The following files should be submitted as attachments with your application if applicable:

47 42 U.S.C. 17155(b)(3)(A).
48 42 U.S.C. 17155(c)(1).
49 42 U.S.C. 17151(6)(B).

1. Indirect Rate Agreement or Rate Proposal
2. Certifications regarding Lobbying (SF-LLL Disclosure Form to report lobbying)
3. A document providing the name, phone number and email address of the Program Manager and Business Officer
4. Pre-Award Information Sheet

6.3. G. NATIONAL ENVIRONMENTAL POLICY ACT INFORMATION

DOE must comply with NEPA prior to authorizing the use of Federal funds. DOE must also consider the effects on historic properties, pursuant to Section 106 of the National Historic Preservation Act (NHPA). Additionally, DOE must consider the impacts to floodplains and wetlands, pursuant to 10 CFR Part 1022—Compliance with Floodplain and Wetland Environmental Review Requirements. To streamline these required reviews, DOE carries out each of these reviews under the umbrella of its NEPA review. Entities should review and follow the NEPA determination in their award documents for restrictions, and the list of activities that have been categorically excluded from further NEPA review.

DOE has developed a NEPA and Historic Preservation training website with PowerPoint presentations, sample template documents (including a NEPA log, project scope of work, and a project layout), word document of an Environmental Questionnaire-1 (EQ1) and an EQ1 submission guide. Applicants are responsible for completing mandatory online NEPA training and reviewing the sample documents provided at www.energy.gov/node/4816816 prior to initiating projects. Recipients may contact the NEPA team with any questions at NEPAlogs@ee.doe.gov. Subgrantees and 3rd party loan administrators are also encouraged to review the NEPA training website prior to initiating projects.

All states and most territories have a DOE executed Historic Preservation Programmatic Agreement (PA) to assist DOE with historic preservation compliance. The territory of Guam and Indian tribes do not have a PA. EECBG Program applicants that do NOT have a PA must follow the added restrictions in the NEPA determination to ensure compliance with the National Historic Preservation Act. All PAs and amendments can be found here.

For most applicants there are three paths to complete a NEPA review for EECBG Program activities covered by the ALRD-wide NEPA determination: 1) entities determine and document that a project falls within a Blueprint 2) entities determine and document that a project falls within a Bounded Category (see your NEPA determination for the complete list of Bounded Categories and restrictions, and documentation requirements), or 3) entities determine a project does not fit within a Bounded Category and submits an Environmental Questionnaire (EQ-1) in the Project Management Center for DOE to complete a NEPA review. Bounded Categories are activities listed in a NEPA determination that restrict the size, location, installation methods, or other elements to complete a project. EECBG Program recipients will receive approval from a DOE Contracting Officer with a NEPA determination for their records. All paths require a documented NEPA review. DOE has developed a NEPA log as a tool to assist entities in documenting that their projects fit within the Bounded Categories. A sample NEPA log can be found at www.energy.gov/node/4816816. For applicants who do not choose a voucher, a Blueprint activity, or activities within the Bounded Categories, they will need to submit an EQ-1.

The two lists of Bounded Categories (one list for applicants with a PA and one list for applicants that do not have a PA) detailed below apply to activities funded by the EECBG Program ALRD. Most Bounded Categories are more restrictive than the Categorical Exclusion. The restrictions must be followed for the Bounded Category to be applicable.

NEPA reviews must be completed prior to initiating project activities; this includes DOE NEPA reviews and entities' documentation of their review of Bounded Categories in a NEPA log. Project expenses incurred without either a DOE NEPA review or completion of an applicant's NEPA log, as applicable for

Bounded Categories activities, **may be deemed unallowable and entities may be required to repay any unallowable funds to DOE**.

The following list of Bounded Categories of activities is applicable to applicants applying with a DOE executed PA. The list of applicants and their PAs and amendments can be found here. This list below may be slightly different than the NEPA determination. The NEPA determination included in each recipient's award documents must be followed.

Bounded Categories:

Administrative activities associated with management of the designated state, local government or Indian tribe, and management of programs and strategies to encourage energy efficiency and renewable energy, including energy audits.

1. Development of energy efficiency and conservation strategies, project-specific plans that may require feasibility studies, preparation of preliminary project design, outreach, and technical support to state agencies, local governments, Indian tribes and affected stakeholders. All project activities identified from these planning efforts and funded from this ALRD must be listed within the Bounded Categories. Projects not listed within these Bounded Categories would require submission of an Environmental Questionnaire (EQ-1).
2. Development and implementation of programs and strategies to encourage energy efficiency and renewable energy such as policy development and stakeholder engagement.
3. Development and implementation of classroom or virtual training programs.
4. Development and implementation of building codes including inspection services, and associated activities to support code compliance and promote building energy efficiency.
5. Implementation of financial incentive programs including rebates and energy savings performance contracts for existing facilities; grants and loans to support energy efficiency, renewable energy and energy/water saving projects. All project activities funded under a financial incentive program must be listed within the Bounded Categories or would require submission of an Environmental Questionnaire (EQ-1).
6. Funding commercially available energy or energy/water efficiency or renewable energy upgrades, provided that projects adhere to the requirements of the respective recipient's DOE executed Historic Preservation Programmatic Agreement, are installed in existing buildings, do not require structural reinforcement, no trees are removed, are appropriately sized and are limited to:
    a. Installation of insulation.
    b. Installation of energy efficient lighting.
    c. HVAC upgrades (to existing systems).
    d. Weather sealing.
    e. Purchase and installation of energy efficient or water efficient appliances and equipment (including, but not limited to, energy or water monitoring and control systems, and thermostats).
    f. Retrofit of energy efficient pumps and motors, for such uses as wastewater treatment plants, where it would not alter the capacity, use, mission, or operation of an existing facility.
    g. Retrofit and replacement of windows and doors.
    h. Installation of Combined Heat and Power Systems—systems sized appropriately for the buildings in which they are located, not to exceed peak electrical production at 300kW.

7. Development, implementation, and installation of onsite renewable energy technology from renewable resources, provided that projects are installed in or on an existing structure or within the boundaries of a facility (defined as an already disturbed area due to regular ground maintenance), do not require structural reinforcement, no trees are removed, are appropriately sized, and are limited to:
    a. Solar Electricity/Photovoltaic—appropriately sized system or unit not to exceed 60 kW.
    b. Battery storage, if applicable, would be attached to a structure (e.g., inside a garage), or within the boundaries of a facility.
    c. Wind Turbine—20 kW or smaller.
    d. Solar Thermal (including solar thermal hot water)—system must be 200,000 BTU per hour or smaller.
    e. Ground Source Heat Pump—5.5 tons of capacity or smaller, horizontal/vertical, ground, closed-loop system8
8. Biomass Thermal—3 MMBTUs per hour or smaller system with appropriate Best Available Control Technologies (BACT) installed and operated.
9. Installation of fueling pumps and systems for fuels such as compressed natural gas, hydrogen, ethanol, and other commercially available biofuels, (but not storage tanks) installed on the site of a current fueling station.
10. Purchase of alternative fuel vehicles.
11. Installation of electric vehicle supply equipment (EVSE), such as electric vehicle charging stations, including testing measures to assess the safety and functionality of the EVSE, restricted to existing footprints and levels of previous ground disturbance, within an existing parking facility defined as any building, structure, land, right-of-way, facility, or area used for parking of motor vehicles. All activities must use reversible, non-permanent techniques for installation, where appropriate, use the lowest profile EVSE reasonably available that provides the necessary charging capacity; place the EVSE in a minimally visibly intrusive area; use colors complementary to surrounding environment, where possible, and are limited to the current electrical capacity. This applies to Level 1, Level 2, or Level 3 (also known as Direct Current (DC) Fast Charging) EVSE. Installation of EVSE on Tribal Lands, or installations of EVSE that may affect historic properties located on Tribal Lands, is excluded from this Bounded Category, without first contacting your DOE Project Officer who will coordinate with the DOE NEPA Specialist.
12. Installation of battery storage systems including electrochemical and thermal storage systems, provided that projects adhere to the requirements of the respective applicant's DOE executed Historic Preservation PA are installed in or on an existing structure or within the boundaries of a facility (defined as an already disturbed area due to regular ground maintenance), do not require structural reinforcement, no trees are removed, and are appropriately sized not to exceed 1,000 kWh.

All EECBG Program applicants shall adhere to the restrictions of the relevant DOE executed Historic Preservation Programmatic Agreement, as applicable.

The following list of Bounded Categories of activities is applicable to applicants from Guam and Indian tribes-entities <u>without</u> a DOE executed Historic Preservation Programmatic Agreement (PA). This list may be slightly different than the NEPA determination. The NEPA determination included in each entities' award documents must be followed.

Bounded Categories:

1. Administrative activities associated with management of the designated entity and management of programs and strategies to encourage energy efficiency and renewable energy, including energy audits.
2. Development of plans that may require feasibility studies, preparation of preliminary project design, outreach and technical support to local governments, Indian Tribes and affected stakeholders. All project activities identified and funded from these planning efforts from this ALRD must be listed within the Bounded Categories. Projects not listed within these Bounded Categories would require submission of an Environmental Questionnaire (EQ-1).
3. Development and implementation of programs and strategies to encourage energy efficiency and renewable energy such as policy development and stakeholder engagement.
4. Development and implementation of training programs.
5. Development and implementation of building codes including inspection services, and associated activities to support code compliance and promote building energy efficiency.
6. Implementation of financial incentive programs including rebates and energy savings performance contracts for existing facilities; grants and loans to support energy efficiency, renewable energy and energy/water saving projects. All project activities funded under a financial incentive program must be listed within the Bounded Categories or will require submission of an Environmental Questionnaire (EQ-1).
7. Funding commercially available energy or energy/water efficiency or renewable energy upgrades, provided that projects are **installed in or on existing buildings less than 45 years old,** do not require structural reinforcement, remove no trees, are appropriately sized and are limited to:
   a. Installation of insulation
   b. Installation of energy efficient lighting
   c. HVAC upgrades (to existing systems)
   d. Weather sealing
   e. Purchase and installation of energy efficient or energy/water efficient home and commercial appliances and equipment (including, but not limited to, energy or water monitoring and control systems, and thermostats)
   f. Retrofit of energy efficient pumps and motors, for such uses as wastewater treatment plants, where it would not alter the capacity, use, mission, or operation of an existing facility
   g. Retrofit and replacement of windows and doors
   h. Installation of Combined Heat and Power System—systems sized appropriately for the buildings in which they are located, not to exceed peak electrical production at 300kW.
8. Development, implementation, and installation of onsite renewable energy technology from renewable resources, provided that projects are installed in or on an existing structure **less than 45 years old** or within the boundaries of a facility **less than 45 years old,** (defined as an already disturbed area due to regular ground maintenance), do not require structural reinforcement, no trees are removed, are appropriately sized, and limited to:
   a. Solar Electricity/Photovoltaic—appropriately sized roof mounted system or unit not to exceed 60 kW
   b. Battery storage, if applicable, would be attached to a structure (e.g., inside a garage), or within the boundaries of a facility
   c. Wind Turbine—20 kW or smaller

d. Solar Thermal (including solar thermal hot water)—system must be 200,000 BTU per hour or smaller
e. Ground Source Heat Pump—5.5 tons of capacity or smaller, horizontal/vertical, ground, closed-loop system
f. Biomass Thermal—3 MMBTUs per hour or smaller system with appropriate Best Available Control Technologies (BACT) installed and operated.

9. Installation of fueling pumps and systems for fuels such as compressed natural gas, hydrogen, ethanol, and other commercially available biofuels, (but not storage tanks).
10. Purchase of alternative fuel vehicles including but not limited to cars, buses, ferries, and other forms of transportation.
11. Installation of electric vehicle supply equipment (EVSE), such as electric vehicle charging stations including testing measures to assess the safety and functionality of the EVSE, restricted to existing footprints and levels of previous ground disturbance, within an existing parking facility defined as any building, structure, land, right-of-way, facility, or area used for parking of motor vehicles. All activities must use reversible, non-permanent techniques for installation, where appropriate, use the lowest profile EVSE reasonably available that provides the necessary charging capacity; place the EVSE in a minimally visibly intrusive area; use colors complementary to surrounding environment, where possible, and are limited to the current electrical capacity. This applies to Level 1, Level 2, or Level 3 (also known as Direct Current (DC) Fast Charging) EVSE. Installation of EVSE on Tribal Lands, or installations of EVSE that may affect historic properties located on Tribal Lands, is excluded from this Bounded Category, without first contacting your DOE Project Officer who will coordinate with the DOE NEPA Specialist.
12. Installation of battery storage systems including electrochemical and thermal storage systems, provided that projects adhere to the requirements of the respective applicant's DOE executed Historic Preservation PA are installed in or on an existing structure or within the boundaries of a facility (defined as an already disturbed area due to regular ground maintenance), do not require structural reinforcement, no trees are removed, and are appropriately sized not to exceed 1,000 kWh.

Recipients must document all activities (e.g., via a NEPA log) to ensure compliance with the restrictions of the Bounded Categories. The documentation must be available for DOE review upon request and submitted quarterly to NEPAlogs@ee.doe.gov.

Recipients are responsible for identifying and promptly notifying DOE of extraordinary circumstances, cumulative impacts, or connected actions that may lead to significant impacts on the environment, or any inconsistency with the "integral elements" (as contained in 10 C.F.R. Part 1021, Appendix B) as they relate to a particular Project; compliance with Section 106 of the NHPA and 10 CFR Part 1022.4—Compliance with Floodplain and Wetland Environmental Review Requirements, as applicable.

Entities must adhere to the requirements included in the "Historic Preservation" term included in the Special Terms and Conditions of the financial assistance agreement.

DOE is required to consider floodplain management and wetland protection as part of its environmental review process (Subpart B of 10 CFR 1022). As part of this required review, DOE determined requirements set forth in Subpart B of 10 CFR 1022 are not applicable to the activities described in Bounded Categories 1–7g above that would occur in a floodplain or wetland because the activities would not have short-term or long-term adverse impacts to the floodplain or wetland. These activities are administrative or minor modifications of existing facilities to improve environmental conditions. All other integral elements and environmental review requirements are still applicable. All projects (except those under Bounded Categories 1–7g) must document that project activities do not occur in a floodplain or wetland. If the project activities do occur in a floodplain or wetland (except those under Bounded Categories 1–7g), those project activities are subject to additional NEPA review and approval by DOE.

For activities/projects requiring additional DOE NEPA review, entities must complete the environmental questionnaire (https://www.eere-pmc.energy.gov/NEPA.aspx) for review by DOE.

7.0. APPLICATION FORMAT AND CHANGES (FORMULA GRANTS)

7.1. A. CONTENT AND FORM OF APPLICATION

The EECBG Program application must be submitted via the PAGE online system here. All applicants must first establish an account in PAGE to submit an application. Instructions will be submitted to the authorized contact, as designated in the applicant's pre-application information sheet.

The PAGE Help System has detailed instructions for creating and submitting an EECBG Program application. The Help instructions can be found in PAGE by selecting 'help' from the blue horizontal menu bar, and under the Contents in the left panel selecting 'EECBG' and the subtopic for 'New Grant Application'.

From the Home PAGE, select 'Create New Application.' Then, select the 'Add New Application Package'. Once the application has been completed, be sure to validate and submit the application.

7.1. B. OTHER SUBMISSION AND REGISTRATION REQUIREMENTS

Submission of application documents and award documents, including modifications, through electronic systems used by the DOE, including PAGE and FedConnect, constitutes the authorized representative's approval and acceptance of the terms and conditions of the award. Award acknowledgement via FedConnect constitutes the authorized representative's electronic signature.

7.1. C. QUESTIONS/AGENCY CONTACTS

Questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to the PAGE hotline at 866-492-4546, or page-hotline@ee.doe.gov. Entities should contact the EECBG Program with specific questions at the contacts provided below.

EECBG Program email: eecbg@hq.doe.gov.

For general information regarding the EECBG Program, please visit the EECBG Program website, at:

Energy Efficiency and Conservation Block Grant Program | Department of Energy.

8.0 REPORTING REQUIREMENTS

Reporting requirements for each eligible entity are identified on the Financial Assistance Reporting Checklist (FARC), DOE EERE 355, attached to the award agreement.

Additional information and guidance that addresses the scope and purpose of reporting for EECBG Program formula grants and vouchers is available on the EECBG program website.

Awards initiated since 10/1/2010 are subject to the requirement of Reporting Subawards and Executive Compensation at https://www.fsrs.gov. Please see Part V.C. of the Administrative and Legal Requirements Document (ALRD) for additional information.

9.0 VOUCHERS

9.1 PURPOSE

DOE has sought to simplify and streamline the process for entities that choose a voucher in lieu of a grant. Entities that opt into a voucher are not required to apply for and administer a direct federal grant. Entities choosing vouchers will submit a separate application using a streamlined process with reduced documentation, monitoring and reporting requirements compared to applying for and administering a federal grant. For example, if an entity opts in for a voucher, entities that have never managed a federal grant before will not be required to establish the necessary financial management systems, including accounting for federal funds, invoicing, and internal audits typically needed to comply with federal grant management requirements as described in the following regulations:

- 2 CFR §200.302 Financial management
- 2 CFR §200.303 Internal controls
- 2 CFR § 200,305 Federal payment
- 2 CFR §200.232 Requirements for pass-through entities2 CFR §200.344 Closeout
- 2 CFR §200.345 Post-closeout adjustments and continuing responsibilities.
- 2 CFR § 200 Subpart F – Audit Requirements.

9.2 A. TECHNICAL ASSISTANCE VOUCHERS

Vouchers for technical assistance will be used to access support from experts, across a wide array of high-value opportunities in energy efficiency, renewable energy, transportation, and related areas. Activities will fit into the following broad categories:

- Policy, Planning & Program Design
- Building Retrofits Planning and Design
- Engineering and Modeling
- Community and Stakeholder Engagement
- Program Administration and Implementation Support

9.2 B. VOUCHERS FOR EQUIPMENT REBATES

Vouchers for equipment purchase and installation rebates will also be available to reimburse entities for the purchase of energy-related equipment used to meet the program goals. Equipment eligible for rebates will span a wide range of technologies that are deployed to lower fossil fuel use or increase energy efficiency. Examples include:

- Efficient materials and technologies used to retrofit buildings such as HVAC equipment, air source heat pumps, heat pump water heaters, windows, doors, insulation, and other weatherization materials;
- Electric vehicles and electric vehicle charging stations and equipment;
- Equipment for renewable energy installations, including wind, solar, and storage;
- Metering equipment; and
- Ancillary equipment such as electric system upgrades to accommodate technology installations.

Voucher applications must be reviewed and approved, including additional NEPA review and approval if activities are outside of the NEPA determination (i.e., the DOE form that documents DOE's NEPA review of a project or activities), <u>prior to the completion of a purchase or installation of equipment</u> to be eligible for reimbursement.

9.3 VOUCHER APPLICATION PROCESS

Voucher applications will be accepted on a rolling basis, and review of applications will be prioritized as follows:

- Teams opting into vouchers
- Voucher applicants following one or more EECBG Program Blueprints
- Entities opting for vouchers with >40% of their program benefits going to disadvantaged communities
- All other Local or Tribal entities choosing a voucher

In addition, applications that propose and prioritize activities that will benefit disadvantaged communities may be considered higher priority and may be reviewed before other applications.

Applicants are strongly encouraged to review the application and submit complete applications. Submission of incomplete applications may result in a significant delay in processing individual grant awards.

A comparison of the necessary application documents and some administrative steps needed for a grant vs. a voucher is shown in Appendix 1. While entities choosing a voucher must still submit and receive approval for their energy efficiency and conservation strategy as described below, they will follow a simplified application process to receive a voucher, which briefly describes their voucher selection, its intended use, and expected outcomes, such as energy savings, job creation, leveraged funds and benefits to disadvantaged communities.

DOE strongly encourages the following local and Tribal entities to consider the voucher option for their formula award:

1. Entities with limited or no experience managing federal grant awards
2. Entities with limited internal staff or local capacity to manage an EECBG Program formula grant over multiple years
3. Entities receiving EECBG Program award allocations of $250,000 or less

Additional information on the voucher application process, scope of technical assistance services and administrative requirements for participating in the voucher program will be provided in forthcoming Guidance from the EECBG Program.

Applicants are strongly encouraged to review the application and submit complete applications. Submission of incomplete applications may result in a significant delay in processing individual grant awards.

10.0 CONCLUSION

The EECBG Program seeks to support communities on their path to clean energy and decarbonization. The EECBG Program will assist States, local governments, and Indian tribes as they advance efficient and effective programs to develop and deploy equitable and inclusive community energy savings strategies, clean energy infrastructure investments and projects. Through the EECBG Program, DOE will provide direct funding, technical assistance, and local, regional, and national coordination support to States, Local Governments and Indian tribes and their stakeholders to build a clean and equitable energy economy that enhance United States competitiveness, drive the creation of good-paying union jobs, tackle the climate crisis, and ensure stronger access to economic, environmental, and other benefits for disadvantaged communities and promotes equity and inclusion in workforce opportunities and deployment activities, as identified in the Biden Administration's Justice40, job growth and quality, and DEIA goals.

DOE looks forward to continuing to work with its State, Local and Tribal partners to implement new and innovative approaches that achieve sustained progress toward energy savings, carbon emissions reductions, and building more equitable and inclusive communities.

Henry McKoy, Director
Office of State and Community Energy Programs
Office of the Under Secretary for Infrastructure
U.S. Department of Energy

REFERENCE MATERIAL

IIJA EECBG Administrative and Legal Requirements Document
IIJA EECBG Program Formula Allocations
IIJA EECBG Program Pre-Award Information Sheet
IIJA EECBG Program Energy Efficiency and Conservation Strategy Templates

APPENDIX 1: APPLICATION MATERIALS CHECKLIST

Grant	**Voucher**[50]
Register in SAM (allow several weeks)	
Obtain DUNS number for all prime and sub awardees	
Obtain EIN and UEI number	
Register in FedConnect	
Register in PAGE	
Contact information for Principal Investigator and Business Officer	Contact information for Principal Investigator and Business Officer
Teaming partners (if applicable)	Teaming partners (if applicable)
Energy Efficiency and Conservation Strategy	Energy Efficiency and Conservation Strategy
EECBG Program Activity file	For TA voucher: Summary description of the technical assistance request, including a proposed scope of work and budget. For Rebate: Summary description of the requested equipment, proposed location and facility type (i.e., municipal building, school, commercial or residential building, or site) and estimated cost
Verify compliance with Intergovernmental Review SPOC list	
EECBG Program Pre-Award Information Sheet	EECBG Program Pre-Award Information Sheet (Voucher sections only)
Standard Form 424 (Application form)	EECBG Formula Program Voucher Application
Standard Form 424A (Budget summary)	
Budget Justification: - Personnel, fringe benefits, travel, equipment, supplies, contractual, other direct costs, indirect costs	
Authorized Applicant: (Assurance Letter or Tribal Resolution)	
Assurance Letter: Davis Bacon Act	
A link to the applicant's latest single audit as required by 2 CFR 200 Subpart F	
NEPA Statement of Work (for expedited reviews)	
NEPA Environmental Questionnaire (EQ-1), if directed to submit	NEPA environmental questionnaire (EQ-1), If directed to submit.
Indirect Rate Agreement or Rate Proposal (if applicable)	
Certifications regarding Lobbying (SF-LLL Disclosure Form to report lobbying)	

[50] Additional details on the voucher and rebate application process will be distributed to entities eligible for EECBG Program formula grants.

APPENDIX 2: BLUEPRINTS – TOPICS AND KEY ACTIVITIES WITH STREAMLINED REVIEWS

Blueprint Topic	Key Activities with Streamlined Reviews
1. Energy Planning	Energy data collection to assist in reducing fossil fuel emissions, reducing total energy use, or improving energy efficiency
	Develop energy vision, goals, and strategies
	Stakeholder engagement, education, and outreach
	Write, adopt, and publicize energy plan
2.A. Energy Efficiency: Building Audits and Retrofits, including grid interactivity and electrification	Building energy assessments
	Energy audits
	Building upgrades, including energy efficiency, grid-interactivity, and electrification upgrades (as defined below)
2.B. Energy Savings Performance Contracts for Efficiency and Electrification in Municipal Buildings	Explore potential future financing options
	Procurement of energy savings performance contractor and legal support/technical assistance
2.C. Building Efficiency & Electrification Campaign	Develop energy retrofit goal and strategies, e.g., how to reach disadvantaged or low-income residents or small businesses
	Bulk procurement of building energy efficiency and electrification equipment (as described below) to be installed by for-profit and non-profit installers and contractors
	Procurement, legal and technical support and assistance
	Communications and website development
	Program education, outreach, and advertising
2.D. Building Performance Standards for Existing Buildings and Stretch Codes for New Construction	Stakeholder engagement, education, and outreach
	Data collection & benchmarking
	Metric selection and target setting
	Determine compliance and enforcement approach
3.A. Solar (and battery storage) Power Purchase Agreement	Site assessment
	Project savings assessment
	Procurement & legal support
	Installation of solar systems & battery storage (Limited to solar projects ≤60kW and 1,000kWh battery storage, with further restrictions defined below)
3.B Community Solar	Site assessment

	Stakeholder engagement, education, and outreach
	Procurement of developer, legal and technical support
	Communications, program education and promotion, including advertising and program website development
	Installation of solar panels (Limited to projects ≤60kW with further restrictions defined below)
3.C. Solarize Campaign	Design program details, including financing options for customers and how to support low-income customers and EJ communities
	Stakeholder engagement through education and outreach
	Procurement of developer & legal, technical support
	Program education, outreach, and advertising
3.D. Renewable Resource Planning for Communities	Stakeholder engagement through education and outreach
	Plan development & publication
	Preliminary resource planning and siting assessments
4.A. Electric Vehicles for Municipal Fleets	Develop fleet replacement plan, including stakeholder engagement and input
	Siting planning and preliminary assessments
	Develop utility data sharing agreement
	Develop charging plan including cost assessment of electric bill
	Procurement, legal, and technical support to purchase EVs and EVSE
	Installation of electric vehicle supply equipment (further restrictions listed below)
4.B. EV Charging Infrastructure for the Community	Procurement, legal and technical support to purchase EVSE
	Siting plan and site assessments
	Stakeholder engagement through education and outreach
	Installation of electric vehicle supply equipment (EVSE) (further restrictions listed below)
	Communications and program promotion
5. Unlocking Sustainable Financing Solutions for Energy Projects and Programs	Market analysis; programmatic research and design
	Stakeholder engagement through outreach and education
	Legal and technical support
	Program evaluation
6. Workforce Development	Program design, and curriculum development
	Stakeholder engagement through education, outreach, and program advertising
	Paying trainers and trainees including supplemental services

Limitations on Expedited Reviews: Recipients' proposed activities must fall within the activities listed above, with the below restrictions, in order to receive an expedited NEPA review.

Building Energy Efficiency: Commercially available energy or water efficiency or renewable energy upgrades, provided that projects adhere to the requirements of the respective applicant's DOE executed Historic Preservation Programmatic Agreement (PA), or, if an applicant doesn't have a PA, projects are restricted to structures less than forty-five (45) years old, and all projects are installed in or on existing buildings, do not require structural reinforcement, are appropriately sized, and are limited to:

a. Installation of insulation.
b. Installation of energy efficient lighting.
c. HVAC upgrades (to existing systems).
d. Weather sealing.
e. Purchase and installation of energy/water efficient residential and commercial appliances and equipment (including, but not limited to, grid-interactive building technologies, energy or water monitoring and control systems, thermostats, heat pumps, air conditioners, and related software).
f. Retrofit of energy efficient pumps and motors, for such uses as (but not limited to) wastewater treatment plants, where it would not alter the capacity, use, mission, or operation of an existing facility.
g. Retrofit and replacement of windows and doors.

A list of states and territories including their Programmatic Agreements and Executed Amendments can be found on the DOE Historic Preservation – Executed Programmatic Agreements website.

Solar installations that will receive expedited NEPA review must be appropriately sized, are not to exceed 60kW, must be installed on existing buildings or on an existing structure or within the boundaries of a facility (defined as an already disturbed area due to regular ground maintenance), must not require structural reinforcement, and must not remove any trees. Further, all activities must adhere to the requirements of the respective applicants' DOE executed Historic Preservation Programmatic Agreement, or if an applicant doesn't have a PA, projects are restricted to structures less than forty-five (45) years old.

Installation of battery storage systems including electrochemical and thermal storage systems, provided that projects adhere to the requirements of the respective applicant's DOE executed Historic Preservation PA are installed in or on an existing structure or within the boundaries of a facility (defined as an already disturbed area due to regular ground maintenance), do not require structural reinforcement, no trees are removed, and are appropriately sized not to exceed 1,000 kWh.

A list of states and territories including their PAs and amendments can be found here.

Installation of EVSE, including testing measures to assess the safety and functionality of the EVSE, are restricted to existing footprints and levels of previous ground disturbance, within an existing parking facility defined as any building, structure, land, right-of-way, facility, or area used for parking of motor vehicles. All activities must use reversible, non-permanent techniques for installation, where appropriate, use the lowest profile EVSE reasonably available that provides the necessary charging capacity; place the EVSE in a minimally visibly intrusive area; use colors complementary to surrounding environment, where possible, and are limited to the current electrical capacity. This applies to Level 1, Level 2, or Level 3 (also known as Direct Current (DC) Fast Charging) EVSE. Installation of EVSE on Tribal Lands, or installations of EVSE that may affect historic properties located on Tribal Lands, is excluded from this Bounded Category, without first contacting your DOE Project Officer who will coordinate with the DOE NEPA Specialist.

From: EECBG Vouchers
To: Dhaynae Romero; Garrett Evans; Sara Bellafronte
Cc: EECBG Vouchers
Subject: U.S. Department of Energy EECBG Program Voucher Application Preapproval - Pittsburg
Date: Tuesday, July 2, 2024 9:01:41 PM
Attachments: FARC 6.17.24.pdf

External Sender: Use caution before opening links or attachments

Congratulations! The U.S. Department of Energy has approved your Energy Efficiency and Conservation Block Grant (EECBG) Program Equipment Rebate Voucher application. **This email serves as the official notice that you may now proceed with equipment purchase and installation.**

Attached is a copy of the Federal Assistance Reporting Checklist (FARC) with information about required reporting documents and how to upload them.

If you need additional assistance or have any questions, please contact us at EECBGVouchers@icf.com and reference your application number below.

- **Application Number: IA-0000000922**

Thank you,

EECBG Voucher Team
U.S. Department of Energy EECBG Program Vouchers
EECBGVouchers@icf.com
doerebates.my.site.com/eecbgvouchers