

# **Decarbonization Showcase Program Handbook**

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## Purpose

The purpose of this document is to serve as a reference for applicants to the Decarbonization Showcase about the process and requirements that are unique to this program.

## Program Description

The Decarbonization Showcase (“Showcase”) is a new program offered by the Bay Area Regional Energy Network’s (BayREN) Targeted Decarbonization Services Program. The Showcase will enroll a small selection of public buildings – approximately 10 – in different climate zones in the Bay Area to assist them with decarbonizing their building operations. Projects will implement recommended measures for energy efficiency, distributed energy resources, electrification, demand response, and other types of energy-related measures to demonstrate how public buildings can reduce or eliminate emissions. Data will be collected throughout the design, construction, and operation of the participating Showcase projects and be shared in detailed case studies that other local government and special district staff can rely on.

For projects selected to participate in the Showcase, BayREN will provide ongoing technical assistance and engineering support to simplify the process, so participants can focus on saving energy, improving air quality, and meeting their climate action and energy goals. In addition, BayREN has a total of approximately \$1,000,000 in gap funding available to support implementation of projects selected to participate in the Showcase, equating to about \$100,000 per project. This gap funding is dedicated for implementation of recommended building decarbonization measures that may not be covered by existing funding sources (e.g., replacement of fossil fuel powered HVAC equipment with electric alternatives).

Given the limited amount of gap funding available, BayREN seeks projects that can be fully paid for with existing or anticipated funding sources (i.e., grants, capital improvement budget allocations) in combination with BayREN’s gap funding. To support project implementation, participants are expected to provide internal funding and/or apply for funding or financing from external programs. In order to receive BayREN gap funding and prior to the release of any funds, selected participants will be required to execute a legal agreement that ensures implementation of the project and provision of post-project data. This agreement will also contain insurance and indemnification requirements, as well as details regarding milestones and the documentation necessary to reflect proper use of the funds received.

## Benefits of Participation

Participation in the Decarbonization Showcase has numerous benefits, including:

- **Access to no-cost engineering technical assistance**
  - Participating local governments and special districts will receive technical support from experienced engineers at no cost to help support project implementation. This technical expertise will help participating local governments and special districts navigate complex decisions, avoid potential pitfalls, and confidently implement projects that meet high standards of efficiency and sustainability.

- **Customized recommendations for building improvements**
  - Engineers will provide tailored recommendations for electrification and building improvements for each Showcase project, designed to maximize energy savings, reduce greenhouse gas emissions, and address specific community goals.
- **Assistance identifying funding and financing options to enhance project cost-effectiveness**
  - The Showcase will help local governments and special districts identify and secure project funding and financing, minimizing the financial burden on municipal budgets. This may include BayREN gap funding (see section below), federal and state grants, low-interest loans, utility incentives, and other resources that can make electrification projects financially viable. With support to find the right financial pathways, governments can reduce upfront costs, enhance project return on investment (ROI), and ensure taxpayer dollars are used efficiently.
- **Supplemental funding from BayREN to align project financials with expectations**
  - If needed, BayREN will provide gap funding up to approximately \$100,000 per project to bridge any shortfall in project financing, making it feasible for local governments and special districts to proceed with electrification efforts. This funding support mitigates financial risk and ensures local governments and special districts can confidently pursue impactful decarbonization initiatives.
- **Opportunity for recognition as a leader in the decarbonization sector**
  - By participating in the Showcase, local governments and special districts position themselves as forward-thinking leaders in climate action, setting an example for their residents and other communities. Showcase projects will be featured in detailed case studies that participants can share and promote among their communities.
- **Potential for long-term energy savings that allow reallocation of public funds to higher-impact areas**
  - Electrification projects can help reduce long-term energy costs by improving efficiency and reducing reliance on fossil fuels. The resulting energy savings can free up funds for other essential community services, infrastructure projects, or social programs, allowing participants to allocate resources where they're needed most.
- **Improved air quality for local communities**
  - Electrification reduces reliance on fossil fuels, which decreases emissions of pollutants that harm local air quality. Cleaner air contributes to healthier communities, potentially lowering healthcare costs related to respiratory issues and other conditions exacerbated by air pollution. Improved air quality also enhances the overall quality of life, making the area more attractive to residents and businesses alike.
- **Progress toward meeting local and state climate goals**
  - Participation in the Showcase supports local governments and special districts in meeting their climate action goals and fulfilling state mandates on emissions reductions. It demonstrates a proactive approach that can help open opportunities for future grants and funding initiatives.

### ***Preferred key features of a strong candidate for the Decarbonization Showcase***

- ❖ The local government or special district is committed to fully electrifying the project site and has established energy or climate goals that this project will help advance.
- ❖ The local government lead staff assigned to this project has expertise in managing similar initiatives as part of their core responsibilities or can coordinate internally to ensure the necessary information, data, and decisions are provided.
- ❖ The local government's or special district's financing and procurement teams are well-coordinated, ensuring the project can be executed efficiently and on schedule.
- ❖ Internal or external funding or financing has been allocated to cover a portion of the estimated cost of the project.
- ❖ The project site is typical in structure and function compared to similar sites managed by other local governments or special districts.
- ❖ The project site's infrastructure is outdated, relying on older gas-powered systems for space heating, water heating, and other needs.
- ❖ The project site's main electrical panel has sufficient breaker space and amperage to accommodate the electrification upgrades.
- ❖ The project site is located in and/or serves an Equity Priority Community, as defined by MTC.

## **Application Requirements**

### **Applicant Requirements**

The Decarbonization Showcase is only available to California local governments and special districts located in one of the nine Bay Area counties (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, or Sonoma). This includes city/town governments and their departments as well as county governments and their departments.

Applicants must be current Pacific Gas & Electric (PG&E) customers or Community Choice Aggregator (CCA) customers, which includes Ava Community Energy (Ava), CleanPowerSF, Marin Clean Energy (MCE), Peninsula Clean Energy (PCE), San Jose Clean Energy (SJCE), Silicon Valley Clean Energy (SVCE), and Sonoma Clean Power (SCP). Applicants receiving electricity from one of the following municipal electric utilities are also eligible to participate with certain limitations (see "Project Site Requirements" section below): Alameda Municipal Power, City of Healdsburg Electric, Water, & Wastewater Department, Hetch Hetchy Power, and Silicon Valley Power. Applicants must receive gas and/or electric distribution service from PG&E and pay into the Public Goods Charge fund for the respective service type. The City of Palo Alto has their own utility that provides both electricity and gas distribution and therefore is not eligible to participate.

Only local governments and special districts are eligible to apply, and applications must be signed by an authorized representative. Local governments and special districts may submit multiple applications for different Project Sites. There is no limit to the number of applications a local government or special district can submit.

## Project Site Requirements

In order to be eligible to participate in the Decarbonization Showcase, the nominated public building (“Project Site”) must be owned by a local government or a special district. The Decarbonization Showcase is not intended for any other type of building (e.g., single-family home, commercial building) or for new construction.

Project Sites must not have any known physical, ownership, or operational barriers that would limit the implementation of recommended building decarbonization upgrades.

Project Sites meeting one or more of the following conditions are not eligible, **UNLESS** a memorandum of understanding (MOU) is executed:<sup>1</sup>:

1. The Project Site is served by a municipal owned utility that provides both electricity and gas distribution (i.e., the building does not receive any service from PG&E).
2. The Project Site has equipment fueled by an energy source not provided by PG&E (e.g., propane, kerosene, wood).
3. The Project Site is served by a municipal electric utility and seeks energy efficiency equipment upgrades for equipment already powered by electricity.

## Applicant Commitments

Applicants must take all reasonable efforts to complete the decarbonization project in their application. Further, applicants must agree to take reasonable efforts to implement recommended building decarbonization upgrades and demonstrate a commitment to fully decarbonizing the Project Site (i.e. replacing fossil fuel equipment on-site for space heating, water heating, cooking, clothes drying, pool heating, lab processes, or other use types with efficient heat pump or electric equipment). Projects cannot be for natural gas conversions or replacing fossil fuel equipment with new, more efficient fossil fuel equipment.

To support project implementation, applicants will be expected to provide internal funding and/or apply for funding from external programs. If selected to participate in the Decarbonization Showcase, the selected applicant will be required to sign a legal agreement with BayREN which details program and funding requirements and milestones. See Section “**Project Agreement**” below for more information.

## Equity Priority Communities

BayREN is committed to ensuring that those who are most impacted by climate change and have the least resources to deal with these impacts have the ability to participate in and benefit from the Decarbonization Showcase. BayREN seeks to assist Project Sites that are **either located in and/or serve** Equity Priority Communities.

BayREN looks to the Bay Area Metropolitan Transportation Commission’s (MTC) [Equity Priority Communities Framework](#) for examples of demographic factors that identify communities that

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<sup>1</sup> Local governments or special districts meeting one or more of the conditions listed above and that are interested in participating in the Decarbonization Showcase, must contact [publicbuildings@bayren.org](mailto:publicbuildings@bayren.org) prior to submitting an application.

would benefit most from BayREN’s support. MTC has [defined](#) and [mapped](#) Equity Priority Communities throughout the Bay Area based on the demographic factors outlined in Table 1 below. MTC defines an Equity Priority Community as those census tracts that have a concentration of **BOTH** people of color **AND** low-income households, **OR** that have a concentration of 3 or more of the remaining 6 factors (#3 to #8) but **ONLY IF** they also have a concentration of low-income households.

**Table 1. Equity Priority Communities**

Demographic Factor	Demographic Factor Definition	Concentration Threshold
People of Color	People of Color populations include persons who identify as any of the following groups as defined by the Census Bureau in accordance with guidelines provided by the U.S. Office of Management and Budget: American Indian or Alaska Native Alone (non-Hispanic/non-Latino); Asian Alone (non-Hispanic/non-Latino); Pacific Islander Alone (non-Hispanic/non-Latino); Black or African-American Alone (non-Hispanic/non-Latino); and Other (Some Other Race, Two or More Races, non-Hispanic/non-Latino); and all Hispanic/Latino persons.	70%
Low-Income	Person living in a household with incomes less than 200% of the federal poverty level established by the Census Bureau.	28%
Limited English Proficiency	Person above the age of 5 years, who do not speak English at least “well” as their primary language or had a limited ability to read, speak, write, or understand English at least “well”, as defined by the U.S. Census.	12%
Seniors 75 Years and Over	Self-explanatory.	8%
Zero-Vehicle Households	Households that do not own a personal vehicle.	15%
Single-Parent Families	Families with at least one child. To determine whether or not single-parent families exceed tract concentration thresholds, <b>the share of single parent families is calculated as a share of all families regardless of whether or not they have any children.</b>	18%
People with Disability	The U.S. Census Bureau defines disability as: Hearing difficulty- deaf or having serious difficulty hearing (DEAR); Vision difficulty- blind or having serious difficulty remembering, concentrating, or making decisions (DREM); Ambulatory difficulty- having serious difficulty walking or climbing stairs (DPHY; Self-care difficulty- having difficulty bathing or dressing (DDRS); Independent living difficulty- because of a physical, mental, or emotional problem, having difficulty doing errands alone such as visiting a doctor’s office or shopping (DOUT).	12%

Demographic Factor	Demographic Factor Definition	Concentration Threshold
Severely Rent-Burdened Household	Renters paying > 50% of income in rent. To determine whether or not severely rent-burdened households exceed tract concentration thresholds, <b>the share of severely rent-burdened households is calculated as a share of all households regardless of occupancy status (renter or owner).</b>	14%

BayREN seeks applications for Project Sites that are located in Equity Priority Communities **OR** that can demonstrate they serve populations that align with some of the demographic factors that define Equity Priority Communities. For example, a Project Site could be in an area that is not designated as an Equity Priority Community by MTC but that serves a population that is majority people of color and majority limited English proficiency. In the Decarbonization Showcase Application, applicants will be asked to provide qualitative and/or quantitative information on the Equity Priority Community demographic characteristics that their Project Site services.

## Application and Selection Process

### Application Process

The application period for the Decarbonization Showcase opens on January 21, 2025. The application period will be open for 8 weeks, with a closing date of March 18, 2025. All applications must be received by 5:00 PM PST on March 18, 2025, to be considered, unless prior notice is given that the deadline is extended. Interested local governments and special districts can submit their applications in one of two ways:

- 1) Complete the fillable PDF [found here](#) and email [publicbuildings@bayren.org](mailto:publicbuildings@bayren.org) with the subject line “Decarbonization Showcase Application – Name of Local Government or Special District”
- 2) Complete the online Google Form [found here](#).

Applicants are required to provide information related to the following as part of their application:

- Outreach
- Local Government Lead Contact
- Project Site
- Available Funding Sources
- Project Need
- Equity Priority Community
- Additional Relevant Information
- Participant Letter of Commitment

BayREN will host an informational webinar on February 5, 2025, where interested local governments and special districts can learn more about the Decarbonization Showcase, application process, and ask questions. Information about the webinar can be found on BayREN’s Decarbonization Showcase webpage (<https://www.bayren.org/decarbonization-showcase>).





Interested local governments and special districts will be able to submit questions concerning the Decarbonization Showcase to [publicbuildings@bayren.org](mailto:publicbuildings@bayren.org) through the end of the question period (February 25, 2025). BayREN will post all questions with responses no later than March 4, 2025 on BayREN’s Decarbonization Showcase webpage.

<i>Key Dates</i>	
❖	<b>January 21, 2025</b> – Application period opens
❖	<b>February 5, 2025</b> – Informational webinar
❖	<b>February 25, 2025</b> – Application question period closes
❖	<b>March 4, 2025</b> – Responses to application questions posted
❖	<b>March 18, 2025</b> – Application period closes
❖	<b>April 7, 2025</b> – Final projects selected

**Review and Selection Process**

To evaluate all Decarbonization Showcase applications, BayREN will organize an Evaluation Committee that consists of BayREN staff and consultants. The evaluation of applications shall be within the sole judgement and discretion of the Evaluation Committee. The Evaluation Committee will score applications against the following criteria.

*Administrative Screening*

BayREN will screen applications for compliance with the Administrative Screening Criteria identified below. Applications that fail any of the Administrative Screening Criteria shall be disqualified and eliminated from further evaluation.

<b>Administrative Screening Criteria</b>	<b>Pass/Fail</b>
1. The application is received by the due date and time specified in the call for applications.	Pass/Fail
2. The application is complete and prepared in the mandatory format specified in the call for applications.	Pass/Fail
3. The applicant meets the Minimum Applicant Eligibility Requirements, as defined in the Program Handbook.	Pass/Fail
4. The proposed Project Site in the application meets the Minimum Project Site Eligibility Requirements, as defined in the Program Handbook.	Pass/Fail
5. The application is signed by an authorized representative, indicating agreement to meet all requirements for participating in the Decarbonization Showcase, as defined in the Program Handbook.	Pass/Fail

*Technical Evaluation & Scoring*

Applications passing the initial Administrative Screening will be submitted to the Evaluation Committee for Technical Evaluation and Scoring. The Evaluation Committee will use the point system provided below to score applications. The Evaluation Committee will also separately



evaluate and provide a score for each application based on the Equity Priority Community criteria, with individual committee members' scores averaged to create the overall Committee scores. The Technical and the Equity Priority Community scores will be added together to create a total combined score for each application.

Technical Evaluation Criteria	Possible Points
<b>1. Project Need and Value</b>	<b>40</b>
a. Applicant identifies and provides justification for the need and value of the project, including alignment with local planning efforts, goals, and targets	0-15
b. Estimated energy and greenhouse gas (GHG) emissions savings associated with project implementation	0-25
<b>2. Availability of Project Site Information</b>	<b>15</b>
a. Level of information available related to existing site conditions and equipment, including the age and type of building, description of the existing electrical infrastructure (including any deficiencies), and availability of any preliminary energy analyses, feasibility studies, or site assessments	0-10
b. Level of information available related to recent upgrades (<5 years) to the building's HVAC, lighting, or envelope systems and any on-site renewable energy, energy storage, and/or distributed energy resources	0-5
<b>3. Potential for Replicability</b>	<b>10</b>
a. Potential for project replicability in other jurisdictions in the Bay Area	0-10
<b>4. Project Feasibility</b>	<b>35</b>
a. Applicant identifies a Public Works (or similar department) staff member to serve as the Local Government Lead (i.e., project manager) and commits to staff time needed to actively participate and oversee the project through completion	0-15
b. Applicant identifies potential available funding to support project implementation	0-10
c. Project can be reasonably implemented within the next 2-5 years	0-10
<b>Total Possible Points</b>	<b>100</b>

Equity Priority Community Evaluation Criteria	Possible Points
Project Site is located in or serves an Equity Priority Community, per the Bay Area Metropolitan Transportation Commission 's (MTC) <a href="https://mtc.ca.gov/planning/transportation/access-equity-mobility/equity-priority-communities">Equity Priority Communities Framework</a> which is available at ( <a href="https://mtc.ca.gov/planning/transportation/access-equity-mobility/equity-priority-communities">https://mtc.ca.gov/planning/transportation/access-equity-mobility/equity-priority-communities</a> ).	0-20

### *Final Cohort Selection*

After ranking the applications, the Evaluation Committee will need to create a cohort of Showcase projects that meet the overall purpose of the program, which is to decarbonize a variety of buildings within a geographically diverse area to develop detailed case studies that will assist other agencies in carrying out similar efforts. To do this, the Evaluation Committee will consider the following:

- **Technical Score, including Equity Priority Community Score**
  - Projects with the highest Technical score, including the Equity Priority Community score, will be prioritized.
- **Geographic Diversity**
  - BayREN would like to feature a geographically diverse representation of the Bay Area to ensure that every Bay Area County has access to the benefits of participating in the Decarbonization Showcase. Projects will be assessed based on their geographic location, with an emphasis on achieving a balance of representation across the Bay Area counties.
- **Building Type Diversity**
  - BayREN would like to feature a diverse representation of public building types in the Bay Area to highlight various approaches to building decarbonization. Projects will be assessed based on the type and use of the building, with a priority of showcasing a variety of public building categories.
- **Strategic Use of BayREN Gap Funding Availability**
  - BayREN has limited gap funding available to support each project selected to participate in the Decarbonization Showcase (estimated around \$100,000 per project). Projects will be assessed based on their financial need and prioritized for those where BayREN funding can close critical gaps and enable project implementation.

The Evaluation Committee will start with the highest-ranking projects from the Technical and Equity Priority Community scores. As necessary to ensure gap funding availability and geographic and building diversity, projects with lower rankings may be added to the cohort.

### *Additional Information*

All applications that pass the Administration Screening will receive the following, regardless of whether they are selected to participate in the Decarbonization Showcase:

- An assessment of the estimated GHG emissions and energy savings associated with project implementation and a rough order of magnitude of project costs. This information could be used by the applicant to inform future planning for building upgrades, seek out external funding opportunities, and integrate into their jurisdiction's capital improvement plan and budgeting process. This information can also be used by the applicant when contacting [BayREN's Energy Concierge service](#) to help identify relevant funding sources to support project implementation.
- Preference points for participation in [BayREN's Energy Roadmapping service](#).

- Consideration for participation in the Decarbonization Showcase should additional opportunities become available, such as if selected projects are unable to proceed or fulfill program requirements.

## Participation Roles and Responsibilities

Participation in the Decarbonization Showcase can be summarized in the following phases: application period, notification of selection, project development, procurement, construction, post-construction, and project closeout. Participants will be responsible for the tasks indicated in Table 2 below.

**Table 2. Roles and Responsibility Table**

Project Phase	Anticipated Timing	Tasks Participants are responsible for	Tasks BayREN is responsible for
Intake	January – March 2025	<ul style="list-style-type: none"> <li>• Submitting the Decarbonization Showcase application</li> </ul>	<ul style="list-style-type: none"> <li>• Providing information on the Decarbonization Showcase process</li> <li>• Answering questions from interested local governments and special districts</li> </ul>
Evaluation	March – April 2025		<ul style="list-style-type: none"> <li>• Reviewing and evaluating applications</li> <li>• Selecting final project sites</li> </ul>
Notification of Selection	Q2 2025	<ul style="list-style-type: none"> <li>• If selected to participate, reviewing the legal agreement that will need to be signed with BayREN</li> </ul>	<ul style="list-style-type: none"> <li>• Notifying applicants selected to participate in the Showcase</li> <li>• Providing legal agreement to applicants selected to participate in the Showcase for review</li> </ul>
Planning & Design	Q2-Q4 2025	<ul style="list-style-type: none"> <li>• Participating in a kickoff meeting</li> <li>• Providing building, mechanical, electrical plans, if available</li> <li>• Coordinating and hosting a site visit</li> <li>• Providing previous energy analyses/audits, if available</li> <li>• Providing one year of energy usage data</li> <li>• Providing climate action plan, sustainability plan, energy master plan, and/or related plans and documents</li> </ul>	<ul style="list-style-type: none"> <li>• Hosting a kickoff meeting</li> <li>• Conducting document reviews</li> <li>• Analyzing utility data</li> <li>• Conducting a site visit (energy assessment)</li> <li>• Developing recommended measures</li> <li>• Calculating project cost estimates and savings</li> <li>• Identifying potential additional funding and financing sources and coordinating with BayREN’s Energy Concierge</li> </ul>

Project Phase	Anticipated Timing	Tasks Participants are responsible for	Tasks BayREN is responsible for
		<ul style="list-style-type: none"> <li>• Participating in a meeting to review recommended measures for implementation</li> <li>• Approving recommended measures</li> </ul>	<ul style="list-style-type: none"> <li>• Preparing a Site Analysis Report</li> <li>• Presenting recommended measures to local government and special district staff</li> <li>• Developing a custom work plan</li> <li>• Developing a custom project budget</li> </ul>
Legal Agreement Execution	Q3-Q4 2025	<ul style="list-style-type: none"> <li>• If selected to participate, signing a legal agreement with BayREN</li> </ul>	<ul style="list-style-type: none"> <li>• Executing the legal agreements with participating local governments and special districts</li> </ul>
Applying for Additional Funding, as appropriate	Q3-Q4 2025	<ul style="list-style-type: none"> <li>• Preparing and submitting relevant applications for project funding, as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Providing technical assistance with application preparation, as needed</li> </ul>
Procurement	Q4 2025-Q2 2026	<ul style="list-style-type: none"> <li>• Preparing and finalizing bid documents</li> <li>• Contracting with awarded bidder(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Developing performance specifications</li> <li>• Providing recommendations on construction project delivery method</li> <li>• Reviewing bid documents</li> <li>• Assisting with pre-bid walkthroughs</li> <li>• Supporting the bid review process</li> <li>• Supporting with vendor selection</li> <li>• Identifying funding gaps and determining BayREN gap funding allocations</li> </ul>
Construction	2026 onward	<ul style="list-style-type: none"> <li>• Completing final drawings and specifications</li> <li>• Obtaining permits</li> <li>• Designing project schedule and budget</li> <li>• Coordinating with PG&amp;E (as needed)</li> <li>• Managing contractor(s) and project implementation timelines</li> </ul>	<ul style="list-style-type: none"> <li>• Providing availability to review and discuss questions during construction, quality reviews, requests for information, etc.</li> </ul>

Project Phase	Anticipated Timing	Tasks Participants are responsible for	Tasks BayREN is responsible for
Post-Construction	2026 onward	<ul style="list-style-type: none"> <li>Engaging relevant staff on facility maintenance and operations</li> </ul>	<ul style="list-style-type: none"> <li>Supporting with commissioning oversight</li> <li>Coordinating with local governments and special districts and contractor(s) for post-installation inspections</li> <li>Supporting measurement and verification</li> <li></li> </ul>
Project Closeout		<ul style="list-style-type: none"> <li>Providing information for case studies, including: <ul style="list-style-type: none"> <li>One year of energy usage data post-installation</li> <li>Completing Decarbonization Showcase evaluation surveys and interviews</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Developing case studies</li> <li>Sharing case studies with other local agencies</li> </ul>

### Implement Project Measures

In addition to implementation of electrification measures at the Project Site, projects may include related measures such as weatherization measures (e.g., attic, wall, and floor insulation, air sealing, duct sealing, and insulation), building envelope measures (e.g., ventilation, fenestrations and building shading), and energy efficiency measures (e.g., energy management systems, interior and exterior lighting and controls, plug loads). Projects may also involve electrical system upgrades (e.g., installing subpanels, updating wiring electrical connections).

BayREN will not provide gap funding, but will provide technical assistance services and help to identify other funding sources, when possible, for the following measures:

- Renewable Energy (e.g., solar photovoltaic [PV], solar thermal for domestic hot water, space heating, and swimming pool heating)
- Battery Energy Storage System
- Microgrid
- Smart Controls
- Building Automation
- Demand Response
- Permanent Load Shifting
- Electric Vehicle (EV) Charging Infrastructure
- Vehicle-To-Grid Technologies
- Water Conservation Equipment



## Participation Agreement

### *Letter of Commitment*

All applicants to the Decarbonization Showcase must include a signed Letter of Commitment as part of their application. The Letter of Commitment must confirm the applicant's dedication to the following:

- Taking all reasonable efforts to complete the decarbonization project
- Fulfilling the roles and responsibilities outlined in Table 2
- Designating a Local Government Lead contact to actively oversee and participate throughout the project
- Sharing project data and providing energy usage data
- Applying for internal and external funding sources to help cover project implementation costs.

The Letter of Commitment must be signed by an authorized representative from the applicant's local government or special district, which may include a City Manager, Capital Programs Manager, Planning Director, Public Works Director, or another similar role.

### *Legal Agreement*

In addition, participants selected to participate in the Decarbonization Showcase will be required to execute a legal agreement prior to receiving any BayREN gap funding. This agreement will ensure the implementation of the project and provision of post-project data. This agreement will also contain insurance and indemnification requirements, as well as details regarding milestones and the documentation necessary to reflect proper use of the funds received.