

Community Benefits Plan

FOA Number, FOA Title

[Organization Name]

[Project Title]

Purpose

The purpose of this document is to summarize the specific objectives the Applicant is committing to in its Community Benefits Plan (CBP), in quantifiable terms with SMART milestones – Specific, Measurable, Achievable, Relevant, and Timely – and timelines wherever possible.

[The instructional red and blue text should be removed]

All of the information included in this CBP must be consistent with the Application. The CBP should accurately define what work is to be done and the expected progress to be achieved.

Intellectual property information and other aspects of the project that could be considered proprietary or business confidential should be clearly marked. The CBP must be marked as follows and identify the specific pages containing confidential, proprietary, or privileged information:

Notice of Restriction on Disclosure and Use of Data:

Pages [list applicable pages] of this document may contain confidential, proprietary, or privileged information that is exempt from public disclosure. Such information shall be used or disclosed only for evaluation purposes or in accordance with a financial assistance agreement between the submitter and the Government. The Government may use or disclose any information that is not appropriately marked or otherwise restricted, regardless of source.

The header and footer of every page that contains confidential, proprietary, or privileged information must be marked as follows: "Contains Confidential, Proprietary, or Privileged Information Exempt from Public Disclosure."

In addition, every line and paragraph containing proprietary, privileged, or trade secret information must be clearly marked with double brackets or highlighting.

A. General Project Information

1. Construction Information

Note: DOE will evaluate each project to determine whether a Project Labor Agreement (PLA) is required. In addition, participation in DOL's Mega Projects program, which provides technical

assistance to support compliance with Executive Order 11246, may be required. The information asked for here is necessary to support these determinations.

For each **planned project location** identified in the **Location(s) of Work** document (included with the **application package**), please address the following:

- a. any known construction labor risks or threats that could cause delays to the schedule:*
- b. potential public and worker health and safety risks and hazards:*
- c. known possibilities of labor disruption:*
- d. plans for coordination among various employers (i.e., prime contractors and subcontractors):*
- e. plans for resolution mechanism to avoid potential project delays (including issues that may arise among contractors and subcontractors as well as employees):*
- f. the general contractor or Engineering, Procurement, and Construction contractor, if known:*
- g. the primary business of the general contractor or EPC contractor:*

2. Locations and Communities Affected

For each location identified in the **Location(s) of Work** document required with the application submission, please identify each known location served or impacted by the project, including the location(s) of construction or alteration activity listed above, communities geographically near the Applicant's proposed project, and communities that are part of the proposed project's supply or waste life cycle (e.g., where raw materials come from, where waste is sent).

Sections B through E below should summarize the specific objectives the Applicant is committing to in the relevant section of its Community Benefits Plan, broken into specific commitments, tasks, or subtasks.

Each commitment, task, or subtask should be stated in quantifiable or measurable terms wherever possible and, where relevant, SMART (**S**pecific, **M**easurable, **A**chievable, **R**elevant, and **T**imely) milestones with timelines should be identified. The Community Benefits Plan may include multiple milestones but should have at least one SMART milestone per budget period as well as one SMART end of project goal. If awarded, the progress towards meeting the objectives and milestones set forth in the Community Benefits Plan will be included as part of the Go/No-go evaluation.

B. Community and Labor Engagement

1. Community and Labor Stakeholders Engaged to Date

This section must describe the specific stakeholders and organizations already engaged by the Project. Examples include local governments, tribal governments, labor unions, and community-based organizations that support or work with DACs described in section A2 above.

If the Project has received support from any of these stakeholder organizations, describe the nature of the support (e.g., verbal, written, financial, etc.) and commitments that Project has made to the organization that provided the support.¹

Name of Organization or Community of Interest Engaged:

Type of Engagement: [Community-Engaged Project Development, Research & Design, Reporting, Project Decision Making, Community Input, Reporting Back, Technical Assistance, Other]

Date of Engagement:

Outcome of Engagement: [Memorandums of Understanding, or Letters of Support, Other]

2. Community and Labor Stakeholders to be Engaged

This section should list stakeholders that the Project has or plans to engage. Examples include local governments, tribal governments, labor unions, and community-based organizations that support or work with DACs described in section A2 above.²

Name of Organization or Community of Interest Engaged:

Type of Engagement: [Community-Engaged Project Development, Research & Design, Reporting, Project Decision Making, Community Input, Reporting Back, Technical Assistance, Other]

Frequency of Engagement:

Intended Outcome of Engagement: [Memorandums of Understanding, or Letters of Support, Other]

3. Workforce and Community Agreements

This section should identify whether the [Applicant] is committing to negotiate workforce and/or community agreements and what type of agreements the [Applicant] is committing to negotiate. For each agreement, this section should list key tasks and sub-tasks leading to finalizing the agreement, with associated budget periods.

*Note: Relevant types of workforce and community agreements are listed below; [applicant] should modify, add, or delete to reflect the specific agreements committed to.*³ **Agreement A:**

Good Neighbor Agreement/Community Benefits Agreement

¹

² For funded projects, funding recipients will be required to report on these activities

³ For funded projects, funding recipients will be required to report on these activities

Agreement Summary: Summary should describe the intended parties to the agreement and the intended scope of the agreement, in concrete and specific terms. If negotiating multiple agreements, provide this detail for each agreement. Examples of intended scope include:

- i. the community benefits to be delivered for DACs (as discussed in the Justice40 section below)
- ii. access to jobs and business opportunities for local residents
- iii. investments in training for local workers
- iv. commitments to pay wages and benefits above the prevailing rates for construction when not already required
- v. commitments to pay above average wages and benefits for hourly (non-construction) workers
- vi. Remedies for non-compliance
- vii. Other (describe)

Budget Period to be completed:

Milestones with timelines:

Agreement B: Collective Bargaining Agreement (Non-Construction)

Agreement Summary: Summary should describe the intended parties to the agreement and the intended scope of the agreement, in concrete and specific terms. If negotiating multiple agreements, provide this detail for each agreement. Example of intended scope include:

- i. access to jobs and business opportunities for local residents
- ii. investments in training for local workers
- iii. wages, hours, working conditions
- iv. guarantees against strikes, lockouts, and similar job disruptions;
- v. effective, prompt, and mutually binding procedures for resolving labor disputes arising during the term of the agreement
- vi. mechanisms for labor-management cooperation on matters of mutual interest and concern, including productivity, quality of work, safety, and health;
- vii. utilization of registered apprentices
- viii. Other (describe)

Budget Period to be completed:

Milestones with timelines:

Agreement C: Project Labor Agreement or Community Workforce Agreement (Construction)

Agreement Summary: Summary should describe the intended parties to the agreement and the intended scope of the agreement, in concrete and specific terms. If negotiating

multiple agreements, provide this detail for each agreement. Example of intended scope include:

- i. access to jobs and business opportunities for local residents
- ii. investments in training for local workers
- iii. commitments to pay wages and benefits above the prevailing rates for construction, when not already required
- iv. guarantees against strikes, lockouts, and similar job disruptions;
- v. effective, prompt, and mutually binding procedures for resolving labor disputes arising during the term of the agreement
- vi. provide mechanisms for labor-management cooperation on matters of mutual interest and concern, including productivity, quality of work, safety, and health
- vii. utilization of registered apprentices
- viii. Other (describe)

Budget Period to be completed:

Milestones with timelines:

Agreement D: Other Type of Agreement

Agreement Summary:

Budget Period to be completed:

Milestones with timelines:

4. Other Community and Labor Engagement Goals, Commitments, and Milestones

This section should describe any additional key goals and milestones. If the [Applicant] is not committing to a negotiated workforce and/or community agreement above, this section must describe the overall goal of community and labor engagement and key milestones, with budget periods/timelines, that will be used to monitor progress toward successful community and labor engagement.

C. Investing in Job Quality and a Skilled Workforce

1. Collective bargaining

This section should reflect the Applicant's plan to support worker organizing and collective bargaining above and beyond their legal obligations consistent with the 1935 National Labor Relations Act.

Applicant's plan to support worker organizing and collective bargaining includes the following commitments to support worker organizing and collective bargaining:

Note: Applicant should add or delete commitments (and re-number appropriately) to reflect their specific plan.

Commitment C1.1: a commitment to negotiate a Project Labor Agreement (PLA) for construction activity (as summarized above in Section B)

Commitment C1.2: a pledge to remain neutral during any union organizing campaigns

Commitment C1.3: intention or willingness to permit union recognition through card check (as opposed to requiring union elections)

Commitment C1.4: intention or willingness to enter into binding arbitration to settle first contracts

Commitment C1.5: a pledge to allow union organizers access to appropriate onsite non-work places (e.g. lunch rooms)

Commitment C1.6: a pledge to refrain from holding captive audience meetings⁴

Commitment C1.7: other supportive commitments or pledges *[Describe]*.

2. Union support

This section should list unions supporting the project and any commitments made to unions that aren't listed above in C1.

3. Job quality

This section should stipulate commitments made to wages & benefits, education & training, and health & safety that aren't covered by workforce agreements described in section B, or use this section to provide additional detail about the commitments made in agreements described in section B.

Applicant's plan to ensure that jobs created of sufficient quality to attract and retain a skilled workforce, including the following commitments to wages and benefits, education and training, and worker involvement in health and safety:

Note: Applicant should add or delete commitments (and re-number appropriately) to reflect their specific plan.

⁴ "Captive audience" meetings refer to the practice among employers of meeting with employees during union organizing campaigns to express the employer's view of the possible negative effects that unionizing may have on the general workforce. These meetings can be mandatory and take place on company property during working hours.

a. Ongoing Operations and Production Jobs

Commitment C3a.1: Recipient will provide competitive wages and benefits, benchmarked to the industry average for the region as follows:

*Note: Applicant should add or delete specific wage and benefit sub-commitments to reflect their specific plan and provide quantitative values where appropriate. If information is already detailed in Collective Bargaining Agreement (Section B3), it does not need to be repeated here.*⁵

- The minimum starting wage for hourly workers is \$_____ per hour compared to an average of \$_____ per hour for the industry and region
- The minimum value of the following benefits offered to hourly workers is
 - Health insurance: \$_____ per _____
 - Retirement contributions: \$_____ per _____
 - PTO: _____ hours per _____
 - Paid sick or family leave: _____ days per _____
 - Childcare or transportation assistance: \$_____
 - Education/tuition reimbursement or financial contribution: \$_____
 - Other: \$_____

Commitment C3a.2: Recipient will provide workforce education and training through:

*Note: Applicant should add or delete specific education and training sub-commitments to reflect their specific plan and provide quantitative values where appropriate.*⁶

- Labor-Management Training Partnerships
- [Insert number of hours] hours of paid on-the-job training
- Registered apprenticeships
- Covering costs and paid time for professional development and continuing education
- Other [Describe]

Commitment C3a.3: Recipient will ensure workers are engaged in the design and implementation of workplace safety and health plans. Specifics include:

Note: Applicant should add or delete specific health and safety sub-commitments to reflect their specific plan and provide quantitative values where appropriate.

⁵ For funded projects, funding recipients will be required to report on job creation, wages, and benefits

⁶ For funded projects, funding recipients will be required to report on outcomes of workforce activities

- [insert number] of hourly workers that will participate in health and safety committee
- The training provided will include (circle all that apply)
 - o worksite analysis
 - o hazard prevention and control
 - o safety and health training
 - o anti-harassment training
 - o Other: [describe]_____
- Health and safety plan meetings will be held [insert frequency]

b. Construction Jobs

Commitment C3b.1 [Applicant] commits to pay competitive wage and benefit rates benchmarked against local Davis Bacon prevailing wages as follows:

Note: Applicant should add or delete specific wage and benefit sub-commitments to reflect their specific plan and provide quantitative values benchmarking to local prevailing wages where appropriate. If information is already detailed in Project Labor Agreement (Section B3), it does not need to be repeated here.

- %____ above posted prevailing wage per hour for base wages
- Health insurance: \$____ per ____
- Retirement contributions: \$____ per ____
- PTO: ____hrs per ____
- Education and training contributions: \$____ per ____

Commitment C3b.2 Recipient will provide workforce education and training through:

Note: Applicant should add or delete specific education and training sub-commitments to reflect their specific plan and provide quantitative values where appropriate.

- Utilization of registered apprentices at ratio of [insert number] of apprentices per [insert number] of journey-level workers
- Covering costs and paid time for professional development and continuing education. Qualifying certifications include: [Enter certifications]

Commitment C3b.3: Recipient will ensure highest standards of construction site health and safety, including site free of harassment and discrimination. Specifics include:

Note: Applicant should add or delete specific health and safety sub-commitments to reflect their specific plan and provide quantitative values where appropriate.

- [insert percent] of onsite workers that will have OSHA 30 certification
- [insert percent] of onsite workers that will have OSHA 10 certification
- The training provided will include (circle all that apply)

- o worksite analysis
- o hazard prevention and control
- o safety and health training
- o anti-harassment training
- o Other: [\[describe\]](#)_____

D. Diversity, Equity, Inclusion, and Accessibility

This section should summarize the Applicant's plan to incorporate diversity, equity, inclusion, and accessibility (DEIA) objectives into the Project.

Note: The specific commitment listed reflect the potential DEIA actions that could be included in the Plan; Applicant should add or delete commitments to reflect their specific plan.

Commitment D1. Applicant commits to partnering with Minority Business Enterprises, Minority Owned Businesses, Woman Owned Businesses, and Veteran Owned Businesses for contractor support needs.

Please describe your approach to partnering with Minority Business Enterprises, Minority Owned Businesses, Woman Owned Businesses and Veteran Owned Businesses.⁷

Commitment D1.1: [\[Name of partnership\]](#)

Summary of scope of work: [\[insert here\]](#)

Contract amount: \$_____

Overall value of partnership: \$_____

Commitment D1.1: [\[Name of partnership\]](#)

Summary of scope of work: [\[insert here\]](#)

Contract amount: \$_____

Overall value of partnership: \$_____

Commitment D1.1: [\[Name of partnership\]](#)

Summary of scope of work: [\[insert here\]](#)

Contract amount: \$_____

Overall value of partnership: \$_____

Commitment D2. Applicant commits to implementing a plan to reduce barriers and improve access to jobs for local and underrepresented workers, including DAC residents, those with disabilities, returning citizens, opportunity youth, and veterans.

⁷ For funded projects, [funding recipients will be required to report on these partnerships](#)

This section may include a brief summary of the plan and should enumerate specific elements as sub-commitments below.

Note: The specific commitment listed reflect the potential DEIA actions that could be included in the Plan; applicant should add or delete commitments to reflect their specific plan.

Commitment D2.1: Applicant will partner with pre-apprenticeship or apprenticeship readiness programs to foster improved access for underrepresented workers to jobs.

Note that this commitment would spell out programs specifically included to improve access under-represented workers and could overlap with quality jobs commitments described in Section C above.

Name of readiness program/s: [\[insert here\]](#)

Commitment D2.2: Applicant will partner with training and placement programs [other than apprenticeship programs] for underrepresented workers.

Name of training and placement programs: [\[insert here\]](#)

Commitment D2.3: Applicant will provide (\$_____) in childcare services for workers.

Description of services: [\[insert here\]](#)

Commitment D2.4: Applicant will provide flexible work schedules.

Description of flexible work schedule program: [\[insert here\]](#)

Commitment D2.5: Applicant will provide of (\$_____) in transportation assistance to and from work and training sites.

Description of assistance provided, including any cost to employee, contractor, or trainee: [\[insert here\]](#)

Commitment D2.6: Applicant will provide emergency cash assistance for items such as tools, work clothing, etc.

Commitment D2.7: Applicant will hire local, disadvantaged, or underrepresented workers for % [\[insert percent\]](#) of construction work hours.

Commitment D2.8: Applicant will adopt local and economic hiring preferences as follows: [\[insert description here\]](#)

E. Justice40 Initiative

This section should reflect the Justice40 benefits and plan for identifying and mitigating any anticipated negative impacts on DACs. Justice40 benefits are grouped by category of benefit, with space to add additional benefits for benefits that do not fit in categories provided. For each

benefit, the Applicant should indicate which DAC is to benefit; how and when planned or anticipated benefits are expected to flow to communities; SMART milestones to indicate progress toward benefit delivery; metrics to be used to track and report on benefits; and community-based organizations involved in identifying, negotiating, or delivering benefits.⁸

Note: Applicant may remove any categories of benefits that are not applicable. For any category where more than one benefit is being committed to, please copy the text block and renumber (e.g., add E1.2 after E1.2, etc.).

1. A decrease in energy burden (energy costs for low-income households)

Benefit E1.1: [Description of benefit]

DAC that will benefit:

How benefit will be delivered: [e.g., direct or indirect, who will deliver]

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

2. A decrease in environmental exposure and burdens

Benefit E2.1: [Description of benefit]

DAC that will benefit:

How benefit will be delivered: [e.g., direct or indirect, who will deliver]

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

3. An increase in access to low-cost capital

Benefit E3.1: [Description of benefit]

DAC that will benefit:

How benefit will be delivered: [e.g., direct or indirect, who will deliver]

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

⁸ For funded projects, funding recipients will be required to report on these benefits

4. An increase in quality job creation, the clean energy job pipeline, and job training for individuals

Note that this section should clarify any quality jobs-related commitments that specific to or different for the DAC, as distinct from more general quality jobs commitments noted in section C above.

Benefit E4.1: [\[Description of benefit\]](#)

DAC that will benefit:

How benefit will be delivered: [\[e.g., direct or indirect, who will deliver\]](#)

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

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

Note that this section should clarify relevant commitments that are specific to or different for the DAC, as distinct from similar commitments included in section D above.

Benefit E5.1: [\[Description of benefit\]](#)

DAC that will benefit:

How benefit will be delivered: [\[e.g., direct or indirect, who will deliver\]](#)

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

6. Increases in energy democracy, including community ownership of project assets

Benefit E6.1: [\[Description of benefit\]](#)

DAC that will benefit:

How benefit will be delivered: [\[e.g., direct or indirect, who will deliver\]](#)

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

7. Increased parity in clean energy technology access and adoption

Benefit E7.1: [\[Description of benefit\]](#)

DAC that will benefit:

How benefit will be delivered: [\[e.g., direct or indirect, who will deliver\]](#)

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

8. An increase in energy resilience

Benefit E8.1: [\[Description of benefit\]](#)

DAC that will benefit:

How benefit will be delivered: [\[e.g., direct or indirect, who will deliver\]](#)

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

9. Other: (Recipient may identify additional, measurable benefits)

Benefit E9.1: [\[Description of benefit\]](#)

DAC that will benefit:

How benefit will be delivered: [\[e.g., direct or indirect, who will deliver\]](#)

When benefit will be delivered:

Milestones toward benefit delivery:

Metrics to track and report on benefits:

Community-based organization(s) involved in identifying or negotiating benefit or developing plan for benefit delivery:

10. Anticipated or potential negative environmental impacts

This section should summarize anticipated environmental impacts on DACs, including projects geographically near the Project or directly affected by Project construction or operations, as well as known impacts upstream (in the supply chain, e.g., raw material extraction) or downstream (e.g., waste disposal). This section should also summarize the Applicant's plan to monitor and mitigate negative impacts.

F. Summary Table

This section should be filled in to reflect the commitments and relevant time-based milestones covered through this document.

Applicant should add or delete rows and columns so the table best summarizes commitments and timelines from sections above. Red text is examples and should be deleted or modified to reflect Applicant's plan.

Category and Commitment	Budget Period 1 milestone	Budget period 2 milestone	Budget period 3 milestone	Budget period 3 milestone
Community and Labor Engagement				
<i>Good neighbor/community benefits agreement</i>	<i>Parties and scope identified</i>	<i>Agreement signed</i>		
<i>Collective bargaining agreement (operating jobs)</i>	<i>Parties and scope identified</i>	<i>Agreement signed</i>		
<i>Project Labor Agreement (construction jobs)</i>	<i>Agreement signed</i>			
<i>[Other community engagement commitments]</i>				
Investing in Job Quality and a Skilled Workforce				
Diversity, Equity, Inclusion, and Accessibility				
Justice40 Initiative				
<i>E2.1 Reduction in energy costs</i>				