Environmental Protection Network

(202) 656-6229
environmentalprotectionnetwork.org
info@environmentalprotectionnetwork.org

Sample Climate Pollution Reduction Implementation Grants
Workplan Outline for General Competition

Includes fictional names and places amongst real locations and needs

This sample narrative was prepared by Anese & Associates,
a minority woman owned full-service grant writing and resource firm.

Instructions: This optional outline is intended to assist Climate Pollution Reduction Grant – Implementation Grant applicants with preparing their workplan for the general competition. Applicants are encouraged but not required to follow this outline; applications should address all of the sections (corresponding with the evaluation criteria) outlined in the Notice of Funding Opportunity (NOFO) (Funding Opportunity Number EPA-R-OAR-CPRGI-23-07). The workplan must not exceed a maximum of 25 pages. Pages in excess of the 25-page limit for the workplan (which does not include the 10-page technical appendix, 10-page budget narrative, optional budget spreadsheet, or GHG calculations spreadsheet) will not be reviewed. Please consult Section IV.B. of the NOFO for more information about the project narrative instructions, format, and content and required supplemental materials (i.e., Memorandum of Agreement, if applicable; budget narrative; and technical appendix.) and the evaluation criteria in Section V.B. Applicants should ensure that their workplans are written clearly using understandable terms. Doing so will help ensure that the evaluation team members understand the purpose and expected outputs and outcomes of the overall project.

1. OVERALL PROJECT SUMMARY AND APPROACH

This project builds a Partnership in Ventura County targeted at increasing electrification capabilities across underserved communities by bringing together community-based organizations (CBOs) to build infrastructure for EV charging stations, offer subsidies for the adoption of passenger EVs, and pilot electrification of the agriculture sector. Energizing Oxnard, the Lead Applicant, is partnering with recognized leaders Energy Coalition Council (ECE), Oxnard Community Foundation (OCF), and California State University Oxnard (CSUO) to form a Partnership of academic, community-based, and philanthropic resources to ensure the success of this project.

This project's outcomes will achieve significant cumulative GHG reductions by 2030 and beyond, as well as providing substantial community benefits particularly in low-income and disadvantaged communities. By targeting electrification, our solutions will complement other funding sources to maximize these GHG reductions, reduce local harmful emissions, and provide direct community benefits. With support from several stakeholders, we will ensure the inclusion of innovative policies and programs that support program success and achieve replicability and "scaling up" across multiple jurisdictions.

Insufficient robust charging infrastructure

Ventura County, California, has successfully adopted EV's and charging stations. However, as noted by the Ventura County Electric Vehicle Ready Blueprint, demand for EV's must increase, upwards of 40% of current levels, for the State to achieve its sustainability goals and that results in an anticipated 3,200 public charging stations required by 2025.[1] Like our proposal, they argue for a diversity of approaches to capture workplaces, multifamily housing, and low-income communities as essential locations for infrastructure investment. The blueprint offers a starting point for our project to evolve with existing and new investments by stakeholders in the region. It is important to be part of these efforts, but we also identify subcategories of investment unique to our target communities.

As of January 2018, only 208 of the 129,825 registered vehicles in Oxnard (the most populous city in Ventura County) were fully battery electric.[4] An additional 252 were plug-in hybrid electric vehicles. These vehicles, in addition to the two fuel cell vehicles registered in the city, compose the 462 zero-emission vehicles (ZEVs) in the City of Oxnard overall. Despite California's goal of achieving five million ZEVs by 2030, Oxnard remains significantly behind its regional neighbors.

This project offers an opportunity to increase EV adoption by underserved communities who may historically have lacked access and faced barriers to adoption. Ventura County stakeholders–Clean Power Alliance, California Electric Vehicle Infrastructure Project (CALeVIP), CPA, and the Ventura County Air Pollution Control District (VCAPCD)--have identified charging infrastructure as a key challenge for the region. In October 20, 2023 they released a press release noting a historical investment in charging stations for low income communities that, "...sets us on the course to improve public health, sustainability, and access to clean vehicles for all members of the communities we serve."[2] Oxnard, West Ventura, rural and agricultural sectors of the county, Santa Paula, and unincorporated regions are effectively charging deserts. Figure 1 shows the limited available public charging units across the region. The density of units is primarily in more affluent urban areas.

[1] Ventura-County-EV-Ready-Blueprint_July-2019.pdf (pcdn.co)
[2] Clean Power Alliance Celebrates the Largest EV Charging Infrastructure Investment in Ventura County History – CalCCA (cal-cca.org)

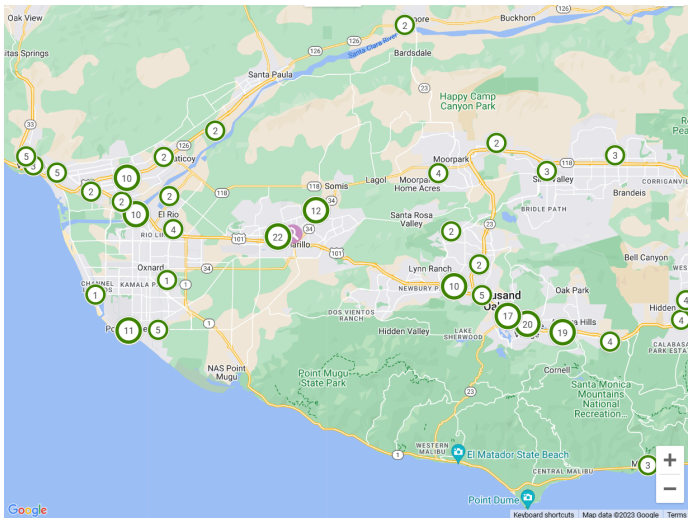


Figure 1. Charging units map[3]

Residential EV charging stations and subsidized ownership

Our project will subsidize EV ownership for disadvantaged communities, which will complement funding sources that target reducing greenhouse gas emissions. Existing interventions include state and federal support for grid resilience and electrification of passenger vehicles identified by Drive Clean California.[4]

Description of GHG Reduction Measures

This proposal includes a multifaceted approach targeting several emission generators in a single region to foster environmental justice for our target communities. The comprehensive GHG reduction measures adopted by the Partnership include initiatives aimed at creating electric vehicle (EV) charging infrastructure in charging deserts, and incentivizing EV ownership within low-income and underserved communities.

Measure 1: EV Charging Adoption

Demand for EV charging systems is based upon the projected EV adoption in the region. At a calculated ratio of one charger to ten vehicles this project would require 25 new charging stations of mixed fast and slow charging options. This would provide a dramatic increase in available charging while approaching the scale of change propositioned by the Ventura EV Blueprint.

Measure 2: Electric Vehicle Adoption Rate and Total Projected transitions to Evs

Determining the adoption rate for our target population is challenging given the limited adoption due to the significant knowledge and financial barriers. Our projected adoption rate is adjusted in comparison to what is currently known from other regions in California. With CalMATTERS reporting that the highest rate of EV adoption is 14% in the highly affluent Almeda County, our reasonable but ambitious estimate is an adoption rate from negligible in Oxnard to 2%. An estimated 2 cars per household multiplied by

[3] Map of Available Charging Units. Acquired from Charge Finder 11-2023
[4] https://driveclean.ca.gov/search-incentives

51,000 households yields ~100,000 vehicles. Within the census tracts we identify, the population is 25% of the total population and an estimated 25,000 vehicles currently registered in these tracts. At 2% of the total vehicles being transitioned to EVs we project a maximum of 500 ICEs displaced by EVs. This assumes the displaced ICEs do not continue operating on the roads. A sensitivity for 1% is included to account for an assumption that a percentage of EV sales will be new vehicles on the road and not displace ICEs, i.e. 250 vehicles.

Inclusion of charging infrastructure for public use holds multiple benefits. The first is lowering market barriers to EVs. Access to the lower operating cost EVs is ineffective without charging stations that are nearby. Figure 1 shows how few publicly available charging units are available on a typical day. This initiative involves the deployment of charging infrastructure at key locations throughout our selected region, including urban centers, residential areas particularly nearby multi housing units, and major transportation corridors. By expanding the availability of charging points, the proposal aims to alleviate range anxiety, a common concern for potential EV adopters, and encourage the widespread adoption of electric vehicles. Coupled with an incentive program augmenting existing state and federal tax incentives the displacement of ICE vehicles on the road will lead to overall GHG reductions. Additional local emissions reductions will be realized as tailpipe emissions in these communities are reduced.

Available financial incentives including up front subsidies and additional rebates are provided to individuals within these communities to make EVs more affordable and accessible. Additionally, the county has collaborated with local stakeholders and community organizations to implement educational programs and outreach campaigns, aiming to raise awareness about the environmental and economic benefits of EV ownership. Campaigns will adopt translations into multiple languages and provide funding to front line community benefit organizations to include hard to reach community members. The scale of subsidy will be addressed in the first phase of the project as we develop input from community members and relevant stakeholders.

Given existing support for renewable energy integration on grid and off grid, the proposal includes strategic objectives to support projects that include solar and battery backup to public charging stations and near agricultural land. This dual-focus on electrification and renewable energy integration aligns with the state and county commitment to a sustainable, low-carbon future. Our partners include experts in community power and off grid combined solar and battery technologies, they will supply technical assistance to developing projects and secure general contracting services.

Overall, GHG reduction measures proposed represent a holistic and forward-thinking approach to address climate change at the local level. By investing in EV infrastructure, promoting equitable access to sustainable transportation, and electrifying key sectors like agriculture, the county is not only mitigating the impacts of climate change but also fostering a resilient and environmentally conscious community for generations to come.

For California to reach its GHG reduction goals, electrification of transportation must move more rapidly. Estimates by the State to achieve its sustainability goals indicate an anticipated 3,200 public charging stations required by 2025. Like our proposal, they argue for a diversity of approaches to capture workplaces, multifamily housing, rural, and low-income communities as essential locations for infrastructure investment. The blueprint offers a starting point for our project to evolve with existing and

new investments by stakeholders in the region. Charging stations will be installed on publicly available space to maximize the impact to the public.

b. Demonstration of Funding Need

The proposal reflects the funding needs identified by Ventura County in the previously mentioned EV Ready Blueprint.[5] In the report, 50 projects were identified that, if funded, would comprehensively address the challenges to EV adoption and related renewables, incentives, funding and education needs. This proposal includes a subselection of projects that have yet to be funded since the report's publication in 2020. As noted in the Blueprint and a recent report from UCLA[6], barriers for LMI residents, funding is needed for a holistic strategy. Tax breaks on vehicles, for example, are insufficient. Education campaigns, training community members to act as trusted leaders in electrician, demonstration projects, undermining misinformation, reducing upfront costs, and partnership with CBOs are additional funding needs.

Private funding and most government funding do not include criteria for community led programs because they are not captured by traditional ROI calculations and often require up front capital expenditures deemed risky. Funding for this proposal is needed to fill the gaps we have identified in underserved communities. Without funding, the benefits of electrification and corresponding emissions reductions will skew to higher income individuals and slow the rate of adoption across multiple sectors of society.

c. Transformative Impact

Most of our target population lives and works near agricultural zoned regions. Growing, shipping and processing operations create a second layer of GHG emissions and localized toxic emissions. This proposal targets personal vehicles as an innovative parallel intervention to maximize aggregate GHG emissions, create synergistic deployment of electrification systems, adopt cross sector policy changes to benefit further electrification, and yield the greatest impact on local emissions that cause harm to humans and local ecosystems. Additional secondary benefits include operational efficiency and resilience in the face of evolving environmental challenges. . Partnerships in the collaborative include supporting policy changes and raising awareness for this innovative initiative.

In addition, our objectives include much needed green job training and support for working with BIPOC owned businesses, businesses that provide local job opportunities and career opportunities, and reskilling services to transform local residents economic opportunities.

2. IMPACT OF GHG REDUCTION MEASURES

According to the California Energy Commission (2021), EVs improve local air quality by eliminating tailpipe emissions. When the electricity used to charge an EV is derived from a non-fossil fuel source, eliminating greenhouse gas emissions mitigates future climate change effects. Additionally, increasing the distribution and availability of EV charging stations may allow for more off-peak charging, thereby

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5 https://vcportal.ventura.org/CEO/energy/ev/Funding-Ready_Ventura_County_EV_Ready_Blueprint_Projects.pdf

6 https://innovation.luskin.ucla.edu/wp-content/uploads/2023/06/Beyond-Incentives.pdf

improving energy grid efficiency. Calculations in this proposal draw from well established tools developed by the federal government and national research labs. Two sets of calculations must be addressed. One, the impact of additional EV charging stations on the continued adoption of electric vehicles. Second, the impact of direct incentive programs on adoption of electric vehicles. These scenarios are depicted in terms of the magnitude of GHG reductions from 2025 to 2030 and reductions from 2025 to 2025. A final set of calculations include the cost effectiveness of the scenarios given prevailing market conditions.

a. Magnitude of GHG Reductions from 2025 through 2030

Measure 1: EV Charging Systems
11.45 kg CO2 per day x 200 days per year x 25 charging units = 57,250 kg (57.25t) CO2 equivalent reduction per year

57.25t CO2 equivalent reduction per year x 5 years = 286.25t CO2 equivalent reduction

Measure 2: EV vehicle adoption (500 vehicles)

5.71t CO2 for gas vehicles vs. 1.24t CO2 for EVs = 4.48t CO2 net difference

4.48t CO2 net difference x 500 vehicles = 2,237.8t CO2 equivalent reductions per year

2,237.8t CO2 equivalent reduction per year x 5 years = 11,189t CO2 equivalent reduction

b. Magnitude of GHG Reductions from 2025 through 2050

Measure 1:
57.25t CO2 equivalent reduction per year x 25 years = 1,431.25t CO2 equivalent reduction

Measure 2:
2,237.8t CO2 equivalent reduction per year x 25 years = 55,944.95t CO2 equivalent reduction

c. Cost-effectiveness of GHG reductions

Measure 1:
Total investment in EV charging systems = $50,000 (25 x $2,000)
1,431.25t CO2 equivalent through 2050 / $50,000 = $.028625 per metric ton CO2 equivalent

Measure 2:
Total investment in EV vehicle subsidies = $5,000,000 (500 x $10,000)
55,944.95t CO2 equivalent through 2050 / $5,000,000 = $.0111889 per metric ton CO2 equivalent

3. ENVIRONMENTAL RESULTS – OUTPUTS, OUTCOMES, AND PERFORMANCE MEASURES
a. Expected Outputs and Outcomes

1. Increased Adoption of Electric Vehicles (EVs):

- **Outputs**: The implementation of widespread EV charging infrastructure in our target region will result in a notable increase in the adoption of electric vehicles (500 maximum). This will be evidenced by the installation and activation of a network of publicly available charging stations strategically placed in residential areas, community centers, schools, multifamily units, and along major transportation corridors (25 units containing slow and fast chargers). The budget includes staff responsible for providing technical assistance in construction and project management, coordinating with community members and CBOs to improve awareness of the benefits and opportunities available in EV ownership.
- **Outcomes**: The expected outcome is a substantial reduction in tailpipe emissions from traditional vehicles, leading to improved air quality and reduced greenhouse gas (GHG) emissions. The increased adoption of EVs will contribute directly to the county's overall resilience goals, state level expectations for GHG reductions, and demonstrate a tangible, quantifiable shift towards cleaner and more sustainable transportation options that can encourage similar projects to succeed in other regions.
- **Performance Measures**
    - Number of EVs adopted through program support
    - Number of new charging units available and ongoing use of chargers
    - Numbers of users and origin of users of charging units
    - ICE cars displaced through EV ownership
    - Number of community members reached and documentation of insights from outreach campaigns

2. Equitable Access to Sustainable Transportation and Local Benefits:

- **Outputs**: The project aims to ensure equitable access to sustainable transportation by implementing targeted incentives for EV ownership in underserved communities. This will be achieved through the provision of financial incentives, subsidies, and educational programs designed to empower residents to make the transition to electric vehicles. Collaborative partners include supportive agencies and policy makers who will work to modify existing policies to include greater emphasis on agricultural electrification and intervene in the up front financial burdens to EV ownership.
- **Outcomes**: The anticipated outcome is a more inclusive and socially equitable transportation landscape, where individuals across diverse socioeconomic backgrounds have access to clean and affordable mobility options. This not only improves the quality of life for residents but also aligns with broader social justice goals, demonstrating the project's positive impact on community well-being. The localized environmental benefits have been extensively described by

the Department of Transportation[7] resulting from decreased brake dust, smog, particulate emissions, and other co-pollutants.

- **Performance Measures**
    - # Of EVs in use
    - Quantity of GHG emission reductions
    - Quantity of co-pollutant emission reductions
    - # of workforce development programs hosted and number of individuals achieving career opportunities in electrification and GHG reduction jobs
    - Data collection of co-pollutants in the atmosphere and soil pre- and post-project in communities near transportation corridors

4. Renewable Energy Integration and Resilient Communities:

- **Outputs**: The project includes plans for the integration of renewable energy sources, such as solar and wind power, to support the charging infrastructure and electrification of the agricultural sector. This involves the installation of renewable energy systems in conjunction with the development of charging stations and on-farm electrification initiatives.
- **Outcomes**: The anticipated outcome is the creation of a more resilient and sustainable community that relies on clean energy sources. By incorporating renewables into the project, the proposal aims to reduce dependency on conventional energy grids, contributing to energy independence and fostering a local environment resilient to the impacts of climate change.
- **Performance Measures**
    - Kwh of solar energy generated for charging stations coupled to solar panels
    - Number and GHG impact of retrofitting existing solar installations with EV charging stations
    - Number of battery backup units installed and resulting benefits to grid reliability during natural disasters
    - Percentage Increase in Renewable Energy Capacity related to project activities
    - Energy independence. Evaluate the percentage of energy needs met through local renewable sources in coordination with utilities and local energy agencies. This measure indicates the community's resilience against external energy shocks and enhances its capacity to withstand disruptions.
    - Resilience to Climate Change Impacts. Evaluate the project's impact on community resilience to climate change. Generate projects and actual benefits to renewable plus battery backup during extreme weather events, reduced vulnerability to energy-related disruptions, and improved overall community preparedness.
    - Community Education and Awareness. Assess the success of community education and awareness programs related to renewable energy integration. This will be measured through surveys, workshops attendance, or other indicators of increased knowledge and understanding of renewable energy benefits and practices.

[7] https://www.transportation.gov/rural/ev/toolkit/ev-benefits-and-challenges/community-benefits

- Job Creation and Economic Impact. Collect data on the number of jobs created in the energy sector benefited by project activities.
- Infrastructure Resilience and Reliability. With partners, assess the resilience and reliability of renewable energy infrastructure, charging options, and business operations. Measures include factors such as system uptime, maintenance costs, and response to adverse weather conditions.
- Policy and Regulatory Impact. Assess the impact of the project on local energy policies and regulations. This can include changes in local ordinances or the development of supportive policies that facilitate renewable energy integration.

c. Authorities, Implementation Timeline, and Milestones

GHG Reduction Strategy: Installation of public EV charging

Responsible Party	Authority or Plan to Obtain Authority	Timeline	Milestones
Applicant Lead EV Charging Director General Contractor	SoCal Edison State Energy Commission	**Months 0-1** Create project management plan with partners **Months 1- 6** Develop a dashboard to share all necessary documentation to shareholders and host a summary report for public consumption. Generate project evaluation criteria **Months 0-4** Seek a General Contractor through competitive bid process **Months 2-9** Host community and stakeholder centered workshops to build and modify technical design scope and subcomponent parameters. **Months 3-6** Evaluate bids based upon project criteria **Months 6-9** Initiate siting and engineering	Finalize siting and environmental impact assessment with named engineering partners. Finalize project management and organizational oversight protocols Hire General Contractor and identify consulting and subcontracting needs. Initial procurement process Start construction Release reports on progress to EPA contacts quarterly and as requested Complete project and

		planning **Months 12-24** Update future EV installation plans based on initial experiences and feedback from communities on EV charging implementation efforts. Review progress with EPA representatives	finalize post award documentation with EPA

GHG Reduction Strategy: Increase adoption of passenger EVs

Responsible Party	Authority or Plan to Obtain Authority	Timeline	Milestones
Applicant Lead Community Engagement Director Applicant Lead EV Director Community Benefit Partner Consulting expert in EV financing Local public benefit agency	Acquired in partnership with the City of Oxnard and County of Ventura. Supported by State department of transportation Local agency for public planning	**Month 0-2** **Project Initiation and Planning** Develop a project team and designate key roles and responsibilities. Establish partnerships with local government agencies, community organizations, and EV manufacturers. Conduct a thorough needs assessment to identify target communities and barriers to EV adoption. Develop a detailed project plan, including specific goals, objectives, and performance metrics. **Month 3-36** **Community Engagement and Outreach** Launch a comprehensive community outreach campaign to raise awareness about the benefits of EV adoption.	Finalize needs assessment Finalize project team hiring and management plan Complete partnership agreements and MOUs Integrate needs assessment into other GHG project implementation plans Complete outreach events on a quarterly basis. Report assessment in reporting to EPA Complete and initiative financing activities

		Organize community workshops, webinars, and information sessions to educate residents on EV technology, incentives, and the environmental impact. Collaborate with local media for press coverage to amplify the project's visibility. Collect community feedback through surveys to understand residents' concerns and preferences regarding EV adoption. **Months 7-10** **Incentive Program Implementation** Develop and launch incentive programs, such as rebates or discounts, to make EVs more affordable for residents. Collaborate with local dealerships to promote EV sales and facilitate discounted purchases for eligible community members. Work with financial institutions to explore financing options for EV purchases. Monitor and evaluate the success of incentive programs and make adjustments based on feedback and data. **Months 6-36** **Education and Training Programs** Work with educational institutions to develop EV-related curriculum and training opportunities. Offer test drives and EV experience events to familiarize community members with EV features and benefits.	

		Continue community engagement efforts through regular updates, newsletters, and social media campaigns. Develop recommendations for sustaining and expanding EV adoption efforts beyond the grant period.	

4. LOW-INCOME AND DISADVANTAGED COMMUNITIES

a. Community Benefits

In 2018, the City of Oxnard EV Accelerator Plan outlined the following goals for electrification:

- 26,562 ZEVs registered in the City of Oxnard by 2030 (an increase of over 26,100)
- Adding at least one DC Fast Charger port per year in the City's jurisdiction, beginning in 2019 to reach 2025 minimum charging infrastructure targets, with significant emphasis on DC Fast Charger stations development along major travel corridors other than U.S. 101 (such as Fifth Street, CA-1, Ventura Road, C Street, Hueneme Road)
- Adding an average of 82 Level 2 charging ports per year from 2019 to 2025 to reach the proposed 2025 minimum charging infrastructure targets, with significant emphasis on station development that will close large gaps in the city's charging network
- Transition one eighth of the City fleet to EVs by 2030; based on the number of vehicles in the City fleet as of 2019, the City would needs to transition at least 63 of their 665 vehicles to meet the one-eighth target since there are already 20 EVs in the City fleet

These ambitious goals will have significant community benefits, and the current project accelerates these outcomes significantly.

As a result of long-term investments in EV infrastructure, the following benefits will be realized:

- Reductions in new asthma cases
- Reductions in hospital admissions and emergency department visits;
- Decreased lost workdays due to illness
- Long term reduction in chronic heart and pulmonary diseases
- Decreases in child and senior mortality rates
- Transportation cost savings for individuals
- Individuals can take advantage of career opportunities in electrification and GHG reduction jobs
- Local and regional economic benefits generated by local benefits and secondary effects of users from outside of the community using charging systems and nearby businesses.

b. Community Engagement

This project seeks to address a community problem. Therefore, it was of critical importance to the Partnership to first seek input from the community, meaningfully engage low-income and disadvantaged communities in the planning and implementation, and create a plan for ongoing community input into the project as it unfolds. The Coalition relied on previous work and expertise of two of their key partners, CSUO and OCF.

The Oxnard Community Foundation partners with hundreds of local nonprofits, local government agencies, economic development organizations, faith-based organizations, local service clubs, and thousands of community members to connect philanthropic resources with community needs for the benefit of all. OCF conducted an environmental listening tour from 2021-2023, meeting with dozens of local community groups and organizations to assess the environmental justice issues that were of most concern to community members, and begin ideating community-based solutions. They specifically probed awareness, concerns, and interest in EV among members of low-income and disadvantaged communities and agricultural workers.

Additionally, an Associate Professor at CSUO conducted two analyses to ensure the community solutions generated were inclusive of the low-income and disadvantaged communities this project seeks to target. She identified the EJ-related entities in Oxnard that have been active in the last 5 years, and distributed a survey to examine which EJ issues they were focused on.

Both of these efforts resulted in similar findings: Community members in Oxnard, and particularly in the low-income and disadvantaged census tracts, had high levels of interest and desire for EVs, especially those working in the agricultural sector, yet they reported feeling that EV was an out of reach solution for them. These results were taken seriously and incorporated into the Partnership's plans to apply for this opportunity and shaped its decisions throughout.

As part of our Implementation Plan, we created a Community Advisory Panel to give us input into aspects of the project, including the proposed location of charging stations, communication and outreach strategies to make residents aware of the adoption incentives, and on-the-ground perspectives of agricultural workers as we roll out EV components into their agricultural work. Members of the Community Advisory Panel will be responsible for limited English proficiency outreach, coordinating with the Language Justice division of OCF to ensure translation of all outreach, education, and other engagement materials into Spanish, Mixteco, Tagalog, and Mandarin, as well as audio-visual inclusive practices. The professor at CSUO will send out a periodic survey to residents in Oxnard and agricultural sector work to gauge their opinions about this work, solicit feedback, and make sure to make adjustments to the implementation plan as needed. The previous engagement efforts described above, coupled with the ongoing efforts, will ensure early and consistent inclusion of various linguistic, cultural, institutional, geographic, and other perspectives throughout development and implementation.

5. JOB QUALITY

Workforce development is a key element in any EJ project, and keeping our local community meaningfully engaged in the project. This project will generate high-quality jobs, employ strong labor standards, and draw from a diverse and highly skilled workforce, as reflected in our budget request. We will partner with the Naval Research Center at the local Oxnard Naval Base and CSUO to generate a pipeline of highly skilled local employees to put to work on this project. We are also working with ECE to

develop a post-project job resource plan to help employees working on this project to obtain further high quality jobs.

6. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

a. & b. Past Performance and Reporting Requirements

The members of the Partnership all have significant past experience managing federal assistance agreements. EO, the Lead Applicant, and the other Partnership members have a substantial track record of successfully managing and completing the federal assistance agreements it has been awarded. It has a robust pre- and post-award process, sufficient staff to administer and monitor funds, and clear practices in place to ensure compliance and reporting are done on time and fully. EO manages over $7 million dollars in external funding annually, with a majority of these awards coming from federal sponsors and in multi-institution collaborative projects. It also has strong and robust relationships with the Partners, having worked together on previous funded and unfunded initiatives together. The following table details the past 5 major awards EO or Partnership members have received, including demonstration of compliance with reporting requirements and a track record of timely reporting functions. None of the Partnership members have submitted reporting documentation late, nor have any suffered by not making sufficient progress.

Award Name	Funding Source	Award Amount	Description	Reporting Status
Integrated Climate Adaptation and Resiliency Program (ICARP)	State of California Office of Planning and Research	December 2023-present	Building a coalition for EJ capacity building in Ventura County	Reporting documentation and timeline being created and followed
EJ Thriving Communities Technical Assistance Centers	EPA, June 2022-present	$10,000,000	The development of a technical assistance center serving EPA Region 9	Successfully met all reporting requirements in a timely and satisfactory manner for all parties involved.
Examining STEM professional development in first generation environmental professionals	NSF, January 2022- present	$400,000	This 3 year project examined the experiences of first generation professionals as they develop their professional identities in environmental career fields.	Successfully met all reporting requirements in a timely and satisfactory manner for all parties involved.

Solar Distribution in Rural and Remote Communities (RDRDC)	DOE	$4,000,000, Jan 2019- Jan 2022	Distribution of solar panels for rural and remote communities in California	Successfully met all reporting requirements in a timely and satisfactory manner for all parties involved. Final report accepted.
Energy For All	DOE	$2,000,000, June 2020- June 2022	Planning grant to examine the need and feasibility of electrification in targeted communities in Ventura County	Successfully met all reporting requirements in a timely and satisfactory manner for all parties involved. Final report accepted.

c. Staff Expertise

The Partnership will be led by OXF, with a team of seven people to manage components of each of the three measures. Key staff experience and qualifications include:

Veronica de la Calle, Executive Director, OXF – Veronica will serve as the project manager for Measure 2 and as the overall project manager for the program. In her current role at the Oxnard Community Foundation she is responsible for leading large-scale change through cross-sector collaboration by bringing together government, philanthropy, nonprofit entities, and corporations to solve major community challenges. She oversees a regional grantmaking program, supports capacity building efforts, and coordinates emergency responses as she did during the Thomas and Woolsey wildfires. Veronica has over 30 years of experience in the nonprofit sector and has deep knowledge of CBOs, having served as Chief Operating Officer of a non-profit organization that primarily served a historically disadvantaged community. She is also responsible for creating the Environmental Justice Initiative for the OCF.

Sera Rosales, Community Outreach Coordinator, OXF – Sera oversees a diverse portfolio of community engagement initiatives and leads programs and grant administration efforts, managing a significant portfolio of charitable funds and special projects. She has led the community outreach efforts of OXF over the past ten years, spearheading the organization's Mixteco outreach project, coordinating services for fieldworker and farmworker assistance projects, and creating the Community Translation Services center. She also led the Environmental Listening Tour that provided the community context for this project.

Additionally, the Partnership is made up of four core organizations and an array of collaborating entities across Oxnard and Ventura County, including the Community Advisory Panel. These entities will provide community knowledge, on-the-ground support, facilitate outreach and communication efforts, and help keep the voices of the communities served centered throughout the project.

7. BUDGET

a. Budget Detail

BUDGET BY YEAR							
COST-TYPE	**CATEGORY**	**YEAR 1**	**YEAR 2**	**YEAR 3**	**YEAR 4**	**YEAR 5**	**TOTAL**
Direct Costs	TOTAL PERSONNEL	$440,000	$453,200	$466,796	$480,800	$495,224	$2,336,020
	TOTAL FRINGE BENEFITS	$88,000	$90,640	$93,359	$96,160	$99,045	$467,204
	TOTAL TRAVEL	$105,115	$105,115	$105,115	$15,115	$15,115	$345,575
	TOTAL EQUIPMENT	$5,097,500	$5,095,000	$5,095,000	$5,095,000	$5,095,000	$25,477,500
	TOTAL SUPPLIES	$97,500	$72,500	$72,500	$72,500	$72,500	$387,500
	TOTAL CONTRACTUAL	$11,021,200	$11,021,200	$11,021,200	$11,021,200	$11,021,200	$55,106,000
	TOTAL OTHER	$20,858,115	$20,850,505	$20,859,404	$20,778,570	$20,788,012	$104,134,606
	TOTAL DIRECT	$37,707,430	$37,688,160	$37,713,374	$37,559,345	$37,586,095	$188,254,405
	TOTAL INDIRECT	$3,770,743	$3,768,816	$3,771,337	$3,755,935	$3,758,610	$18,825,440
TOTAL FUNDING		**$41,478,173**	**$41,456,976**	**$41,484,712**	**$41,315,280**	**$41,344,705**	**$207,079,838**

b. Expenditure of Awarded Funds

Project Directors and the Lead Applicant will utilize its existing accounting and management system to move funding through organization auditing checks. Grant agreements and payments to subgrantees will proceed quickly and in compliance with EPA's Subaward Policy and the Automated Standard Application Payments (ASAP) and Proper Payment Draw General Term and Conditions of EPA Financial Assistance Agreements.

The Coalition will:

(1) Ensure subawards and contracted services are clearly identified in reporting to EPA;

(2) Evaluate contractors and partner risk of noncompliance with Federal statutes, regulations, and other terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring;

(3) Consider imposing specific conditions upon a funded entity, if appropriate;

(4) Monitor the activities of the recipients to ensure funds are used for authorized purposes;

(5) Employ monitoring tools, as necessary, to ensure proper accountability and compliance with program requirements and performance goals;

(6) Verify that every subrecipient is regularly audited and provides sufficient reporting documentation;

(7) Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to organizational practice or partnering obligations; and

(8) Consider taking enforcement action against noncompliant subrecipients. The Coaltion will utilize the EPA Subaward Policy Appendix D: Subaward Agreement Template to ensure compliance with the subaward content requirements in 2 CFR 200.332(a).

c. Reasonableness of Cost

Staff will be allocated to each of the two measures commensurate with the level of management needed of staff and oversight requirements to contractors and subrecipients. The majority of the staffing costs occur with the charging stations due to the complexity of the installations, contracting, construction, and oversight. Measure 2, EV incentives require staff time but dramatically more subrecipient services and contracted services in order to reach the underserved target community residents.. Salaries and fringe benefits are set at a level that matches prevailing wages in the region.

Travel costs in Measure 1 and 2 are required to ensure the place-based projects, outreach, engagement, and oversight are conducted in a cost efficiency, but still rigorous manner.

Equipment costs are the vast majority of costs due to the extensive network of charging stations deployed in the region. Costs include the base units and warranty servicing.

Supplies are minimal, amounting to laptops for each staff member.

Contractual services and the Other costs are necessary for specialized expertise in sensing equipment and community outreach activities with hard to reach communities.

Indirect Charges are based upon the de minimus rate of 10% as allowed by EPA budgeting guidelines.